

TOWN OF CARLISLE

Middlesex County

The Town of Carlisle was incorporated as a District on April 19, 1754 and as a Town on February 18, 1805.

Miles of Road: 55

Area: 15.4 square miles

Population:

1950: 876	2010: 5,602
1960: 1,488	2011: 5,198
1970: 2,871	2012: 5,282
1980: 3,306	2013: 5,396
1990: 4,379	2014: 5,195
2000: 4,923	2015: 5,166
2016: 5,356	2016 5,356

Registered Voters - 2016

Democrats: 1031
Republicans: 507
Libertarians: 3
Unenrolled: 2,357
United Independent: 20
Green-Rainbow: 6
Twelve Visions: 1
Socialist: 1

Total: 3,926

Senators in Congress:

Edward J. Markey (D)
Elizabeth A. Warren (D)

Representative in Congress: 3rd Congressional District:

Niki Tsongas (D)

State Senator: 5th Middlesex District

Michael Barrett (D)

State Representative: 14th Middlesex District:

Cory Atkins (D)

Governor:

Charles D. Baker, IV (R)

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ADMINISTRATION
&
FINANCE

ELECTED TOWN OFFICIALS

MODERATOR

Wayne Davis

Term Expires 2017

TOWN CLERK

Charlene M. Hinton

Term Expires 2018

BOARD OF SELECTMEN

Nathan C. Brown, Chairman

Term Expires 2017

Luke Ascolillo, Vice-chair

Term Expires 2019

Claude von Roesgen

Term Expires 2018

William Risso

Term Expires 2017

Kerry Kissinger

Term Expires 2019

BOARD OF ASSESSORS

Kenneth Mostello, Chairman

Term Expires 2018

James C. Marchant

Term Expires 2019

David Board

Term Expires 2017

BOARD OF HEALTH

Lee Storrs

Term Expires 2017

Todd Thorsen

Term Expires 2018

Donna Margolies

Term Expires 2018

Catherine Galligan

Term Expires 2019

Todd Chadwick Brady

Term Expires 2019

HOUSING AUTHORITY

Mark H. Levitan, Chairman

Term Expires 2019

Steven Pearlman

Term Expires 2020

Barbara Bjornsen

Term Expires 2021

Alan P. Lehotsky,

Term Expires 2017

Carolyn K.H. Ing, Governors Appointment

LIBRARY TRUSTEES

Andrew Beal

Term Expires 2018

Priscilla Stevens

Term Expires 2019

Steven Golson

Term Expires 2017

PLANNING BOARD

Peter Gambino, Chairman

Term Expires 2017

Ray Bahar

Term Expires 2018

Peter Yelle

Term Expires 2018

Jonathan Stevens

Term Expires 2017

Edwin (Rob) Misek

Term Expires 2019

Jason Walsh	Term Expires 2019
Ed Rolfe	Term Expires 2019
Thomas Lane (assoc.)	Term Expires 2019

SCHOOL COMMITTEE

Melissa McMorrow, Chair	Term Expires 2018
S. David Model	Term Expires 2017
William Fink	Term Expires 2017
Mary Storrs	Term Expires 2019
Joshua Kablotsky	Term Expires 2019

APPOINTED TOWN OFFICIALS

TOWN ADMINISTRATOR

Timothy D. Goddard

TOWN ACCOUNTANT

Priscilla Dumka

FINANCE DIRECTOR

TOWN TREASURER

TAX COLLECTOR

Kerry Colburn-Dion

TOWN COUNSEL

Miyares and Harrington LLP

SUPERINTENDENT OF PUBLIC WORKS

Gary R. Davis

BUILDING COMMISSIONER

N. Jon Metivier

INSPECTOR OF PLUMBING, GAS PIPING AND APPLIANCES

James Powderly

WIRING INSPECTOR

Vincent Chant

INSPECTOR OF ANIMALS

Lawrence Sorli

Deborah A. Toher

DOG OFFICER

Lawrence Sorli
Matthew Svatek

FIELD DRIVER

Deborah A. Toher

KEEPER OF TOWN FLAGS

Thomas Ratcliffe

FENCE VIEWER

Lawrence O. Sorli

KEEPER OF TOWN CLOCK

Robert J. Koning, Jr.

BOARD OF REGISTRARS

Cynthia Schweppe	Term Expires 2018
Elizabeth Bishop	Term Expires 2017
Sally Zielinski	Term Expires 2019

CELEBRATIONS COMMITTEE

Scott Evans	Term Expires 2017
Douglas A. G. Stevenson	Term Expires 2017
Dale Ryder	Term Expires 2017
Laura Mullins	Term Expires 2017
Father Thomas P. Donohoe (<i>Ex-Officio</i>)	

CONSERVATION COMMISSION

Lee Tatistcheff, Chairman	Term Expires 2018
Kenneth Belitz	Term Expires 2017
Thomas Brownrigg	Term Expires 2017
Melinda Lindquest	Term Expires 2017
Dan Wells	Term Expires 2018
Luke Ascolillo	Term Expires 2019

COUNCIL ON AGING

Donna MacMullan, Chair	Term Expires 2017
Abba Singhal, Vice-chair	Term Expires 2019
Kathleen Devivo-Ash	Term Expires 2018
Gio DeNicola	Term Expires 2018
Walter Hickman	Term Expires 2017
Reuben Klickstein	Term Expires 2018
Peggy Hilton	Term Expires 2017
Jerry Lerman	Term Expires 2019

Maxine Crowther	Term Expires 2019
Helen Lyons (<i>assoc.</i>)	Term Expires 2017
Ann Quenin (<i>assoc.</i>)	Term Expires 2017
John Ballantine (<i>assoc.</i>)	Term Expires 2017
Elizabeth Acquavira (<i>assoc.</i>)	Term Expires 2017
Verna Gilbert (<i>assoc.</i>)	Term Expires 2017

FINANCE COMMITTEE

Scott Triola, Chairman	Term Expires 2017
Kevin Perkins	Term Expires 2017
Michael Bishop	Term Expires 2018
John Keller	Term Expires 2018
Thomas Smith	Term Expires 2019
James Darr	Term Expires 2019

HISTORICAL COMMISSION

Neal Emmer, Chairman	Term Expires 2019
Jack O'Connor	Term Expires 2018
Annette Lee	Term Expires 2017
Ed Rolfe, Planning Board Rep.	Term Expires 2017
Geoffrey Freeman	Term Expires 2019
John Lyons (<i>alternate</i>)	Term Expires 2017

LONG-TERM CAPITAL REQUIREMENTS COMMITTEE

Jerome Lerman	Term Expires 2017
Michael Bishop	Term Expires 2018
Jim Darr	Term Expires 2017
Joshua Kablotsky (School Committee Rep.)	Term Expires 2018
Kerry Colburn-Dion	Term Expires 2019
William Risso	Term Expires 2017

MINUTEMAN REGIONAL VOCATIONAL

Christine Lear	Term Expires 2017
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PERSONNEL BOARD

Vanessa Brown, Chair	Term Expires 2017
Kacy Hurley	Term Expires 2018
Snehal Patel	Term Expires 2017

RECREATION COMMISSION

Andrew McMorro, Chairman	Term Expires 2019
Kevin T. Smith	Term Expires 2018
Mark F. Spears	Term Expires 2018
David Moreau	Term Expires 2018
Rick Amodei	Term Expires 2018
Amy Smack	Term Expires 2018

TRAILS COMMITTEE

Alan Ankers, Chairman	Term Expires 2019
Warren Spence	Term Expires 2018
Marc Lamere	Term Expires 2018
Henry Cox	Term Expires 2018
Stephen P. Tobin	Term Expires 2019
Berton Willard	Term Expires 2017
Louise Hara	Term Expires 2019

VETERAN'S AGENT

Kenneth L. Buffum	Term Expires 2017
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YOUTH COMMISSION

Lauree Eckler (<i>co-chair</i>)	Term Expires 2018
Deborah Hamor (<i>co-chair</i>)	Term Expires 2017
Sara Smith	Term Expires 2018
Michelle Small	Term Expires 2018
Alexandra Walsh	Term Expires 2018
Karen Letteri	Term Expires 2017
Maura Topol	Term Expires 2017
Dawn Hatch	Term Expires 2017

ZONING BOARD OF APPEALS

Lisa Davis Lewis, Chair	Term Expires 2018
Martin Galligan	Term Expires 2018
Emmanuel Crespo	Term Expires 2017
Steven Hinton (<i>assoc.</i>)	Term Expires 2018
Travis Snell (<i>assoc.</i>)	Term Expires 2017

TOWN ADVISORY COMMITTEES**AGRICULTURE COMMITTEE**

Peter Mastromarino, Chair	Term Expires 2017
Steven Huberman	Term Expires 2017
Andrew Rogers	Term Expires 2017
Launa Zimmaro	Term Expires 2017
Steve Carlin (<i>assoc.</i>)	Term Expires 2017
John Lee (<i>assoc.</i>)	Term Expires 2017
Olek Lorenc	Term Expires 2017
Kay Fairweather (<i>assoc.</i>)	Term Expires 2017

AUDIT COMMITTEE

Simon Platt	Term Expires 2018
Debra Belanger	Term Expires 2019

AFFORDABLE HOUSING TRUST

Nathan Brown	Term Expires 2017
Luke Ascolillo	Term Expires 2017
Claude von Roesgen	Term Expires 2017
Kerry Kissinger	Term Expires 2017
Carolyn Ing	Term Expires 2017

**COMMUNITY PRESERVATION
COMMITTEE**

Steven Pearlman (<i>Housing Auth.</i>)	Term Expires 2018
Mark Spears (<i>RecCom</i>)	Term Expires 2018
Nathan Brown (<i>BOS</i>)	Term Expires 2017
Samantha Rottenberg (<i>Community member</i>)	Term Expires 2017
Luke Ascolillo (<i>ConsCom</i>)	Term Expires 2017
Annette Lee (<i>Historical Com</i>)	Term Expires 2017
Ed Rolfe (<i>Planning Board</i>)	Term Expires 2017

**CONSERVATION RESTRICTION
ADVISORY**

Lyn Lemaire, Chair	Term Expires 2017
Wayne Davis	Term Expires 2017
Ken Harte	Term Expires 2017
Marc Lamere	Term Expires 2017
J. Thomas Brownrigg	Term Expires 2017

CULTURAL COUNCIL

Karen Shaver	Term Expires 2017
Caren Ponty, Chair	Term Expires 2017
Carren Panico	Term Expires 2017
Mary-Lynn Bohn	Term Expires 2017
Nancy Kuziemski	Term Expires 2017
Jennifer Sagalyn	Term Expires 2019
David Carroll	Term Expires 2019

ENERGY TASK FORCE

Dan Cook	Term Expires 2017
Steve Hinton	Term Expires 2017
Basu Sarkar	Term Expires 2017
Helen Young	Term Expires 2017
William Risso	Term Expires 2017
Richard Kane	Term Expires 2017
Robert Zogg	Term Expires 2017
Claude von Roesgen	Term Expires 2017
Deb Bentley (<i>assoc.</i>)	Term Expires 2017

GREENOUGH BARN COMMITTEE

Alan Ankers	Term Expires 2017
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Thomas Casparis	Term Expires 2017
John Gorecki	Term Expires 2017
Steve Hinton	Term Expires 2017
Warren Lyman	Term Expires 2017
Tom Brown	Term Expires 2017

HOUSEHOLD RECYCLING

Robert Peary, Chair	Term Expires 2018
Daniel Scholten	Term Expires 2018
Robert Wallhagen	Term Expires 2018
Launa Zimmaro	Term Expires 2018
Gary Davis	

LAND STEWARDSHIP

Debby Geltner, Co-Chair	Term Expires 2017
Timothy Donohue, Co-Chair	Term Expires 2017
Dwight DeMay	Term Expires 2017
Warren Lyman	Term Expires 2017
Andrew Wilmot	Term Expires 2017

SCHOLARSHIP ADVISORY

Diane Powers, Chair	Term Expires 2018
Michael Fitzgerald	Term Expires 2018

SENIOR TAX ADVISORY

Kerry Colburn-Dion	Term Expires 2017
Melissa Stamp	Term Expires 2017
David Klein	Term Expires 2017
Angela Smith	Term Expires 2017
Santo Pullara	Term Expires 2017
Barbara Culkins	Term Expires 2017

TECHNOLOGY COMMITTEE

Nathan Brown	Term Expires 2017
Jason Chandonnet	Term Expires 2017
William Risso	Term Expires 2017
Ted Shaw	Term Expires 2017
Larry Barton	Term Expires 2017
David McKay	Term Expires 2017

VETERANS COMMITTEE

Greg Fairbank	Term Expires 2017
Jules Aronovitz	Term Expires 2017
Alan R. Canova	Term Expires 2017
Chris Eisenberg	Term Expires 2017

POLICE DEPARTMENT

EMERGENCY TELEPHONE: 9-1-1

BUSINESS TELEPHONE: 369-1155

FULL-TIME OFFICERS

John C. Fisher	Chief of Police
Leo T. Crowe	Lieutenant
Scott Barnes	Sergeant
Stephen M. Mack	Sergeant
Andrew Booth	Sergeant
Richard Tornquist	Patrol Officer
Paul Smith	Patrol Officer
Christopher Arguoyan	Patrol Officer
Andrew Corwin	Patrol Officer
Debra Saponaro	Patrol Officer

SPECIAL OFFICER

Steven F. Otto
Mark A. Schofield
Royce Taylor IV
Thomas Whelan
William Burgess
Christian Seminatore
Ashley Buckland
Richard Hodgson
James Mastrogiovanni
Sean Dineen

CONSTABLES

John C. Fisher
Scott Barnes
Leo Crowe

FIRE DEPARTMENT

EMERGENCY TELEPHONE: 9-1-1

DISPATCH: 978-369-1442 (BUSINESS-NON EMERGENCY)

PERMITS & INSPECTIONS: 978-287-0072

OFFICERS

Fire Chief - David R. Flannery, EMT
Deputy Fire Chief - Jonathan C. White, EMT
Captain - J.J. Supple, EMT (*Injured on Duty*)
Lieutenant - Robert J. Koning, Jr.
Lieutenant Matthew Svatek, EMT
Acting Lieutenant- Bryan B. Sorrows, EMT

REGULAR FIREFIGHTERS

John J. Bakewell, EMT
John C. Bernardin
Thomas J. Bishop, EMT
Kevin T. Brown (*Retired 06/30/16*)
Lloyd A. Burke
George D.P. Middleton, EMT
David P. Moseley
David A. Newman, EMT (*Regular 01/01/16*)
Burt L. Rubenstein, EMT/EMS Coordinator
Douglas A.G. Stevenson

AUXILIARY FIREFIGHTERS

David W. Canavan, EMT
Kenneth J. Cole, EMT
Charles W. Farrow
Justin Fishlin, (*Appointed 06/08/16*)
Anthony Geanisis, EMT/Code Compliance Inspector
Eric G. Hedblom, EMT
Matthew S. Herweck
William J. Ho, EMT
Ryan J. Hoffmann
Justin Mui, EMT (*Resigned 07/22/16*)
Charles LaCroix, EMT (*Appointed 5/25/16*)
Peter W. Nash, EMT
Matthew C. Paze
John D. Richardson, EMT
Ryan J. Strazzere

EMERGENCY MEDICAL TECHNICIAN

Frank W. Sargent, EMT ONLY

ADMINISTRATIVE ASSISTANT

Heather Vaughn

COMMUNICATIONS DEPARTMENT

Michael Taplin – Dispatch Manager

DISPATCHERS

Kirk Bishop
Mikayla Lynch
Ronald Sawyer
Ashley Buckland

TOWN CLERK

There are 73 chapters and 451 statutes of the Massachusetts General Laws that direct the Town Clerk's duties. The Town Clerk interacts with all of Carlisle's town boards, as well as, several state agencies on a regular basis. The Town Clerk is also the Chief Election Officer for the town of Carlisle and a member of the Board of Registrars of Voters.

In addition to elections activities (voter registrations, nomination papers, petitions and campaign finance reporting) the Town Clerk's office is responsible for dog licensing, maintaining vital records (birth, marriage, death), business certificates, raffle permits, administering the oath of office to all elected and appointed officials. Planning, and Zoning Board of Appeals Applications, annual town census, collection of fines (dog, and marijuana violations), management of town meeting setup, and scheduling the use of the meeting rooms in town hall.

Another responsibility includes the Open Meeting Law and the Ethics Law requirements. Every municipal employee, volunteer and official must receive a summary of the Ethics Law annually and provide the clerk with documentation that he/she has received the summary. Every other year municipal employees and officials must take an online educational training and provide a certificate of completion to the Town Clerk

We have been fortunate to have many devoted, talented and absolutely tireless volunteers who readily step up and help out when needed for special projects and others who have assigned tasks that they help manage throughout the year. Some of these are part of the Senior Tax Worker Volunteer program and others just do so out of a strong sense of civic duty. We are always happy to have help from anyone who is interested and there are such a wide variety of tasks to be done that we can usually find something of mutual interest for anyone wanting to help.

Last year I spoke of the invaluable work performed by one of our most active and loyal volunteers, Irene Blake. Irene was the person who trained me and who ran the office for a long period of time while the former clerk, Sarah Andreassen, was battling cancer. Unfortunately Irene suffered from this same fate. Irene was diagnosed in October 2014 but did not hesitate to volunteer when she could. As time passed, the disease became more aggressive until she was too weak to work. We lost her on March 17, 2015. I owe a huge debt of gratitude to her for introducing me to this position and especially for her tireless support throughout the 13 years that we worked together. Irene is sorely missed and will always be an integral part of the fabric that is the Carlisle Town Clerk's Office. I simply cannot say enough about what she meant to me and to this Town. Her love for the history of this Town and for the Election Process is like nothing I have ever experienced. I am forever indebted to her for instilling in me her enthusiasm for the elections process. We will likely never see another

person with her level of passion for this very important aspect of the Clerk's role in Town Government.

Other changes also happened in 2015. Kerri Keeler Piette who worked with us on elections for well over 10 years, serving as warden for at least the last six years, has left town and also left a huge void. Kerri was a superior warden with all the necessary traits to help run large, very active elections and also maintain the enthusiasm necessary among the volunteers during some of the slower paced elections. While we wish her the best in her new endeavors, we will always hold a place in our hearts for her during our Carlisle Elections. I am looking forward to new experiences with Cindy Nock, our newest Election Warden. The Town of Carlisle is truly fortunate to have such a talented generous group of thoughtful, dedicated, and enthusiastic volunteers. Thanks to all of you and I look forward to meeting many new volunteers next year!

RECORDS

MARRIAGES RECORDED IN 2016

<u>Date</u>	<u>Place of Marriage</u>	<u>Name</u>	<u>Residence</u>
February 14, 2016	Concord	A. Alison Thompson William A. White, III	Carlisle, MA Carlisle, MA
May 15, 2016	Carlisle	Kyle William Roger Meagan Hilary Swanson	Carlisle, MA Carlisle, MA
June 12, 2016	Spencer	Daniel J. Stapleton Dawn Eriksen	Winchester, MA Winchester, MA
July 22, 2016	Boston	Kurt Allan MacLeod Kettya Kea Cambodia	Bethlehem, NH Phnom Pehn,
August 6, 2016	Westford	Julie M. Callahan William E. Knute	Carlisle, MA Carlisle, MA
August 13, 2016	Carlisle	Rachael Rose Dadio-Perrone Maximilian Currie Toth	Newaven, CT New Haven, CT
October 16, 2016	Carlisle	Elzbieta A. Kos Michael J. Kendall	Carlisle, MA Carlisle, MA
October 22, 2016	Carlisle	Arthur Mwebe Helen N. Aava	Carlisle, MA Arlington, MA
November 26, 2016	Carlisle	Eliza Giacando Jacobellis Alexis Martinez Silvestre	Carlisle, MA Carlisle, MA

BIRTHS

There were 31 births in Carlisle in 2016. In accordance with Chapter 431 of the Acts of 1991, the disclosure of names of children and their dates of birth is now prohibited.

DEATHS RECORDED IN 2016

<u>Date of Death</u>	<u>Name</u>	<u>Age</u>
January 4, 2016	Martha Freedman	69
February 4, 2016	Karla Johnson	63
February 6, 2016	Pamela Sampson	88
February 12, 2016	Lawrence O. Sorli	94
February 15, 2016	Grace McCarron	95
February 20, 2016	Marguerite Shaw	82
March 21, 2016	Risa Bell Hayes	75
April 8, 2016	Dorothy Brooks Davis	65
April 17, 2016	Anita S. Tiemann	89
June 30, 2016	Florence Cecilia	81
July 7, 2016	Judith Ann Nierenberg	70
July 13, 2016	George H Lohrer	88
July 21, 2016	Rhoda Elizabeth Schive	94
August 9, 2016	Peter Sellew	87
August 13, 2016	Mary E. Barton	93
August 23, 2016	Augustine Ernest Bazzinotti	95
September 10, 2016	Ruth Mabel Evelyn Pickard	83
September 11, 2016	Biruta Klavins Stengrevics	100
September 12, 2016	Stephen Darryl Kendig	56
September 12, 2016	Helen Louise Fereshetian	93
September 22, 2016	Ronald Tatro	68
October 16, 2016	Joseph Severino Antognoni	95
October 16, 2016	Valerie Z. Holt	69
October 18, 2016	William John Lambert	67
October 29, 2016	John Henry Blanz	78
November 4, 2016	Norman Francis Daigle	84
November 9, 2016	Stacey D. Clifford	81
December 12, 2016	Alexander Conway Parker	83

INTERMENTS IN GREEN CEMETERY

<u>Name of Interment</u>	<u>Age</u>	<u>Date of Death</u>	<u>Date of Interment</u>
James Allen Brenton	50	March 6. 2016	March 12, 2016
Carole O'Neil	75	December 9, 2015	April 30, 2016
James Allen Brenton	50	March 6. 2016	March 12, 2016
Keith Malcolm Fortier	93	October 20, 2015	May 13, 2016
William George Salem, Jr.	77	May 22, 2016	May 26, 2016
George Lohrer	88	July 13, 2016	July 19, 2016
Judson F. Edwards	90	December 9, 2015	July 31, 2016
Peter Sellew	87	August 9, 2016	August 16, 2016
Augustine Bazziotti	95	August 23, 2016	September 1, 2016
Gertrude Bazziotti		September 1, 2016	
Helen Louise Fereshetian	93	September 12, 2016	September 17, 2016
Lawrence O. Sorli	94	February 12, 2016	September 22, 2016
Ronald D. Tatro	69	September 22, 2016	September 27, 2016
Marita F. Salem	80	October 1, 2016	October 6, 2016
Vincent Padenski	86	October 6, 2016	October 8, 2016
John Henry. Blanz	78	October 29, 2016	November 2, 2016
Norman Francis Daigle	85	November 4, 2016	November 9, 2016
Margery J. Scholten		October 17, 2016	November 15, 2016

FISH & GAME LICENSES

Due to changes at the State level, Carlisle no longer sells Fish and Game licenses.

DOG LICENSES ISSUED

<u>No.</u>	<u>Type</u>	<u>Unit Cost</u>	<u>Total Cost</u>
21	Female	\$15.00	\$315.00
43	Male	\$15.00	\$645.00
309	Spayed Females	\$10.00	\$3,090.00
264	Neutered Males	\$10.00	\$2,640.00
1	Kennels 1 - 4 Dogs	\$35.00	\$ 35.00
1	Kennels 5 – 9 Dogs	\$75.00	\$75.00
4	Kennels 10 or more Dogs	\$100.00	\$400.00
23	Fines	\$20.00	460.00
	Total		\$7,660.00

**WARRANT
SPECIAL TOWN MEETING
FEBRUARY 9, 2016**

THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To either of the Constables of the Town of Carlisle in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at the Corey Building at 150 Church Street in said Carlisle on Tuesday, the ninth of February next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following articles:

ARTICLE 1 – Accept Regional Agreement amendments

To see if the Town will vote, consistent with Section VII of the existing “Agreement With Respect to the Establishment of a Technical and Vocational Regional School District” for the Minuteman Regional Vocational School District, to accept the amendments to said Agreement which have been initiated and approved by a vote of the Regional School Committee on December 21, 2015, and which have been submitted as a restated “Regional Agreement” bearing the date of December 21, 2015 to the Board of Selectmen of each member town. (BOARD OF SELECTMEN)

ARTICLE 2 – Withdrawal from Minuteman Regional School District

To see if the Town will vote to withdraw from the Minuteman Regional School District effective July 1, 2017, contingent upon the acceptance, on or before March 1, 2016, by all of the current members of the Minuteman District, and the approval, on or before December 31, 2016, by the Commissioner of Education, of the Amended Regional Agreement dated December 21, 2015 which has been submitted to the member towns by the Minuteman Regional School Committee. (BOARD OF SELECTMEN)

And you are directed to serve this warrant by posting a true and attested copy thereof at the Town Hall and at the Post Office in said Town of Carlisle at least fourteen days prior to the time of holding said meeting.

THEREOF FAIL NOT and make return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the meeting aforesaid.

Given under our hands this 12th day of January in the Year of Our Lord 2016.

BOARD OF SELECTMEN

Vanessa H Moroney, Chairman

John Gorecki, Vice Chairman

Nathan C. Brown, Clerk

Lyn Lemaire

Claude von Roesgen

A True Copy Attest:
_____, Constable

Middlesex, ss.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Carlisle by posting up attested copies of the same at the United States Post Office and on the Town Bulletin Board in said town at least fourteen (14) days before the date of the meeting, as within directed.

Constable of Carlisle

Date Posted: _____

**MINUTES
SPECIAL TOWN MEETING
FEBRUARY 9, 2016**

The Special Town Meeting for the Minuteman Regional Vocational School District Withdrawal was convened February 9, 2016 at the Corey Building. A quorum of 150 voters was reached, and the meeting called to order by Moderator Wayne Davis at 7:11 PM. There were 213 voters present. There being no further business to come before the meeting, the Annual Town Meeting was adjourned at 8:52 PM.

Before the business of the meeting began the Moderator explained how the meeting would be conducted, noted the location of the Fire Exits and announced that if needed, due to an emergency or time the meeting would resume tomorrow February 10, 2016.

Motion to Advance Article 2: (Withdrawal from Minuteman Regional Agreement): -

On motion of Vanessa Maroney it was voted by declared majority to postpone consideration of Article One until after Article Two has been disposed of.

ARTICLE 2: - Motion for Article 2 (Withdrawal from MM): - On motion of Vanessa Maroney the Town voted by declared majority to withdraw from the Minuteman Regional School District effective July 1, 2017, contingent upon the acceptance, on or before March 1, 2016, by all of the current members of the Minuteman District, and the approval, on or before December 31, 2016, by the Commissioner of Education, of the Amended Regional Agreement dated December 21, 2015 which has been submitted to the member towns by the Minuteman Regional School Committee.

Article 1 (Amended Regional Agreement): On motion of Vanessa Maroney the Town voted, consistent with Section VII of the existing “Agreement With Respect to the Establishment of a Technical and Vocational Regional School District” for the Minuteman Regional Vocational School District, to accept the amendments to said Agreement which have been initiated and approved by a vote of the Regional School Committee on December 21, 2015, and which have been submitted as a restated “Regional Agreement” bearing the date of December 21, 2015 to the Board of Selectmen of each member town.

PRESIDENTIAL PRIMARY

March 1, 2016

The presidential Primary was held at the Town Hall on Tuesday, March 1, 2016. The ballot box was examined and locked and the keys delivered to the police officer on duty.

The polls were declared open at 7:00 AM by the Warden of Elections, Cindy Nock. closed by Warden Cindy Nock at 8:00 PM. There were 1490 Democratic Ballots cast, 772 Republican Ballots cast, and 3 Green-Rainbow Ballots cast, for a total of 2,265 ballots cast of which 143 were Absentee Ballots. After the ballots were counted and the vote recorded, the following results were announced at 11:48 PM.

DEMOCRATIC PARTY BALLOT

Presidential Preference

Bernie Sanders	650
Martin O'Malley	0
Hillary Clinton	835
Roque 'Rocky' De La Fuente	2
No Preference	1
Blanks	<u>2</u>
Total	1,490

State Committee Man

Ronald M. Cordes	973
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Blanks	<u>517</u>
Total	1,490
State Committee Woman	
Janet M. Beyer	1,019
Blanks	<u>471</u>
Total	1,490
Town Committee	
Group	13,559
Robert E. Wallhagen	144
Laurie W. Aragon	51
Bonnie Orr Miskolczy	117
Daniel K. Scholten	71
Robert M. Luoma	48
Anne T. Gibbs	55
Kathleen Coyle	70
John W. Ballantine	143
Bruce Comjean	35
Fern L. Johnson	46
Marlene G. Fine	63
M. Clare Brown	44
Jesselyn Tobin	59
Caren Ponty	8
Clive Jacques	1
Kenneth Deitch	2
Frank Rigg	13
J. Stewart Roberts	12
Blanks	<u>22,696</u>
Total	37,250

GREEN-RAINBOW PARTY BALLOT

Presidential Preference	
Sedinam Kinamo Christin Moyowasifza Curry	0
Jill Stein	1
William P. Kreml	0
Kent Mesplay	0
Darryl Cherney	0
Bernie Sanders	1
Blanks	<u>1</u>
Total	3
State Committee Man	
Blanks	<u>0</u>

Total	0
State Committee Woman	
Blanks	<u>0</u>
Total	0

REPUBLICAN PARTY BALLOT

Presidential Preference

Jim Gilmore	1
Donald J. Trump	243
Ted Cruz	56
George Pataki	2
Ben Carson	13
Mike Huckabee	0
Rand Paul	4
Carly Fiorina	0
Rick Santorum	0
Chris Christie	1
Marco Rubio	163
Jeb Bush	24
John R. Kasich	258
No Preference	5
Blanks	1
Hillary Clinton	<u>1</u>
Total	772

State Committee Man

Peter Dulchinos	121
James E. Dixon	72
Jonathan Golnik	458
Blanks	<u>121</u>
Total	772

State Committee Woman

Sandi Martinez	536
Blanks	<u>236</u>
Total	772

Republican Town Committee

Group	8,903
Kerry W. Kissinger	78
Janice G. Kissinger	69
Connie Berajawala	40
Ashok Berajawala	33
Carl A. Andreassen	66

Timothy Fohl	40
Jonathan Golnik	140
Elizabeth Anne Bishop	89
Donna Marie MacMullan	34
Kelly O. Driscoll	46
William R. Tice, Jr.	38
Lauren E. Tice	27
Douglas A. G. Stevenson	172
Judy R. Larson	43
Thomas C. Kracz	37
Allison Rose Beakley	58
Jonathan Beakley	55
Kevin M. Quinlan	46
Philip G. Drew	50
Timothy Lawson Blunt	61
Travis James Snell	57
Liza Gurall Snell	52
Dwight H. Van Inwegen	43
Jason M. Walsh	40
Leon R. Small, Jr.	43
Charles J. Albanese	57
Joseph A. Versaggi	50
Amy B. Versaggi	61
Alexandra L. Walsh	48
Ed Rolfe	1
Richard Colman	1
Charles Farrow	3
Blanks	12,579

**WARRANT
ANNUAL TOWN MEETING
MAY 9, 2016**

THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To either of the Constables of the Town of Carlisle in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at the Corey Building at 150 Church Street in said Carlisle on Monday, the Ninth of May next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following articles:

CONSENT AGENDA

In an effort to streamline Town Meeting and therefore to make it more inviting to voters, the Board of Selectmen has decided to continue with the concept of the Consent Agenda. This agenda speeds the passage of Articles that the Selectmen anticipate, in consultation with the Moderator and Finance Committee, are likely to generate no controversy and can be properly voted on without debate. The purpose of the Consent Agenda is to allow these Articles to be acted upon pursuant to a single motion, and to be passed without debate.

THE TOWN WILL BE ASKED TO APPROVE THE USE OF A CONSENT AGENDA UNDER ARTICLE 1.

Should the Town approve the use of a CONSENT AGENDA, the Selectmen have voted to recommend that the following Articles be acted upon under the Consent Agenda: Articles 2, 3, 4, 5, 6, 7 and 8. The Articles to be taken up under the Consent Agenda are indicated by a double asterisk (**).

At the call of the Consent Agenda, the Moderator will call out the numbers of the Articles, one by one. If one or more voters object to any particular Article being included in the consent Agenda, please say the word "Hold" in a loud voice when the number is called. The Article will then be automatically removed from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted upon in the usual manner. After the calling of the individual items in the Consent Agenda, the Moderator will entertain a SINGLE MOTION that all items remaining on the Consent Agenda be acted upon favorably by the voters.

Please carefully review the list of proposed Articles, which appears in the printed Warrant Book that is mailed to each home. If you have any questions about the consent articles or procedure, please contact the Town Administrator at 978-371-6688 before Town Meeting.

ARTICLE 1 – Consent Agenda: To see if the Town will vote to adopt certain procedures to govern the conduct of the 2016 Annual Town Meeting, or to take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 2 - Town Reports:** To hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or to take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 3 - Salaries of Elected Officials **: To see if the Town will vote to fix the salaries of the elected officers of the town as provided by M.G.L. c. 41, § 108, as amended, for the Fiscal Year 2017, beginning July 1, 2016, or to take any other action related thereto. (BOARD OF SELECTMEN/ FINANCE COMMITTEE)

		Voted FY'15	Voted FY'16	Recommended FY'17
Moderator		\$50	\$50	\$50
Town Clerk		\$58,204	\$59,543	\$60,734
Assessors –				
	Chairman	\$100	\$100	\$100
	Second			
	Member	\$100	\$100	\$100
	Third			
	Member	\$100	\$100	\$100

ARTICLE 4 – Actuarial Valuation of Post-Employment Benefits:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to be spent by the Board of Selectmen for the purpose of professional services in connection with GASB 45 actuarial valuation of post-employment benefits for the Town, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

ARTICLE 5 – Revaluation **: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to be spent by the Board of Assessors for the purpose of professional services and other related expenses in connection with revaluation of real estate and personal property in the Town, or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

ARTICLE 6 - Department Revolving Funds Authorization **: To see if the Town will vote to authorize or reauthorize certain revolving funds, as set forth below, pursuant to M.G.L. c. 44, § 53E ½ for the Fiscal Year 2017, beginning July 1, 2016, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Revenue Funds	Revenue Source	Authority to Spend	Use of Fund	Spending Limit
School Buses	User Fees Collected by School	School Committee	To provide transportation for 7 th and 8 th grade students	\$60,000
Board of Health Inspections	Board of Health Fees	Board of Health	Specific expert engineering and consulting services to review septic and well installations and repairs, sanitary inspections and other appropriate reimbursable expenses.	\$50,000
Hazardous Wastes	Transfer Station User Fees & Grants Received	Board of Selectmen	Transfer Station recycling expenses and household hazardous waste collection /disposal	\$60,000
Trails Committee	Sale of Trails in Carlisle Book	Board of Selectmen	Building, maintaining and enhancing recreation trails.	\$10,000
Conservation Foss Farm	User Fees	Conservation Commission	Activities and maintenance associated with Foss Farm.	\$2,500
Conservation Building Maintenance	Fees and/or Rent	Conservation Commission	Maintenance and repairs associated with the Buildings located on Conservation Commission Lands	\$30,000
Historical Commission	Fees	Historical Commission	Reasonable expenses related to filings/applications.	\$3,000
Youth Commission	Event Admission Fees	Board of Selectmen	To provide for dances and other events sponsored by the Youth Commission.	\$10,000
Building Department	User Fees	Board of Selectmen	To cover inspectional services and administrative expenses.	\$125,000
Council on Aging	User Fees	Council on Aging	To provide for expenses for activities, programs and events sponsored by the Council on Aging.	\$30,000
Council on Aging	User Fees	Council on Aging	To provide for expenses of transportation services for Carlisle residents sponsored by the Council on Aging.	\$15,000

ARTICLE 7 – Real Estate Tax Exemption **: To see if the Town will vote to authorize the Board of Assessors, pursuant to M.G.L. c. 59, § 5 (clause 41C), to grant an additional real estate tax exemption of up to one hundred percent (100 %) of the amount permitted by this statute, or to take any other action related thereto. (BOARD OF SELECTMEN/BOARD OF ASSESSORS)

ARTICLE 8 - FY 2017 Chapter 90 Authorization **: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money to be used for reconstruction and improvements of Public Ways, as provided for under the provisions of M.G.L. c. 90, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

ARTICLE 9 – Fiscal Year 2016 Budget Transfers: To see if the Town will vote to transfer sums of money into various line items of the Fiscal Year 2016 operating budget from other line items of said budget, from unexpended funds in various accounts or from other available funds. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

ARTICLE 10 – FY17 Operating Budget: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to fund the various departments, boards, commissions, and operating expenses of the Town for the Fiscal Year 2017, beginning July 1, 2016, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Article 10

	FY 2016 Budget	FY 2017 Levy Limit Budget
General Government	1,191,855	1,308,106
Protection of Persons & Property	2,380,577	2,518,092
Board of Health	91,085	106,292
Public Works	1,130,719	1,160,241
Public Assistance	219,791	243,298
Education	17,826,518	18,254,264
Library	594,064	618,899
Recreation	149,990	159,973
Insurance & Benefits	1,480,000	1,395,000
Unclassified	152,000	152,000
County Retirement	771,117	820,032
Long Term Debt	1,535,869	1,502,170
Total	27,523,585	28,238,367

General Government

	FY 2016 Budget	FY 2017 Levy Limit Budget
General Government		
General Expense & Town Hall	755,426	786,674
Citizen Recognition	275	275

Treasurer/Collector	151,547	186,888
Town Clerk	72,070	78,510
Registrars & Elections	13,988	19,237
Assessors	109,789	137,939
Planning Board	88,760	98,583
sub-total	1,191,855	1,308,106

Protection of Persons and Property

	FY 2016 Budget	FY 2017 Levy Limit Budget
Protection of Persons & Property		
Police	1,422,264	1,487,100
Fire	457,346	492,809
Communications	332,046	352,088
Conservation	100,260	111,283
Dog & Animal Control	10,782	14,998
Inspectional Services	33,879	35,814
Street-Lighting	24,000	24,000
Sub-total	2,380,577	2,518,092

Board of Health

	FY 2016 Budget	FY 2017 Levy Limit Budget
Board of Health	91,085	106,292

Public Works

	FY 2016 Budget	FY 2017 Levy Limit Budget
Public Works		
DPW (incl. trees)	714,742	741,356
Snow & Ice	65,558	65,785
Transfer Station	262,003	264,684

Road Maintenance	88,416	88,416
sub-total	1,130,719	1,160,241

Public Assistance

	FY 2016 Budget	FY 2017 Levy Limit Budget
Public Assistance		
Youth Commission	2,872	3,651
Council on Aging	180,319	203,047
Senior Tax Voucher Program	25,000	25,000
Veteran's Agent and Benefits	11,600	11,600
sub-total	219,791	243,298

Education

	FY 2016 Budget	FY 2017 Levy Limit Budget
Education		
Carlisle Public Schools	10,441,674	10,629,420
CCRSD	5,905,074	6,107,238
CCRSD debt service	1,253,485	1,344,047
MMRHS, including debt service	226,285	173,559
sub-total	17,826,518	18,254,264

Library

	FY 2016 Budget	FY 2017 Levy Limit Budget
Library	594,064	618,899

Recreation

	FY 2016 Budget	FY 2017 Levy Limit Budget
Recreation	149,990	159,973

Insurance & Benefits

	FY 2016 Budget	FY 2017 Levy Limit Budget
Insurance & Benefits		
Blanket Insurance	205,000	220,000
Group Insurance and Mitigation	1,000,000	900,000
Contribution to OPEB Trust	225,000	225,000
Unemployment Insurance	50,000	50,000
sub-total	1,480,000	1,395,000

Unclassified

	FY 2016 Budget	FY 2017 Levy Limit Budget
Unclassified		
Interest, fees, & costs	1,000	1,000
Public Celebrations	1,000	1,000
Reserve Fund Balance	150,000	150,000
sub-total	152,000	152,000

County Retirement

	FY 2016 Budget	FY 2017 Levy Limit Budget
County Retirement	771,117	820,032

Long Term Debt Service

	FY 2016 Budget	FY 2017 Levy Limit Budget
Long Term Debt	1,535,869	1,502,170

ARTICLE 11 – Additional Appropriations: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum

of money to be expended by the Board of Selectmen for the purpose of retaining consultants to conduct studies, provide services and complete projects for the following departments:

<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
Council on Aging	\$6,500	Social Worker
Assessors	\$3,325	Updates to GIS Maps

or to take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 12 – CCRSD LANDFILL REMEDIATION \$1,100,000: To determine whether the Town will vote to approve \$1,100,000, or any other sum, of debt authorized by the Concord-Carlisle Regional School Committee for landfill remediation; provided, however, that this approval shall be contingent upon passage of a Proposition 2 1/2, debt exclusion referendum under General Laws Chapter 59, §21C(k); to exempt the Town's allocable share of the amounts required for the payment of interest and principal on said borrowing; or take any other action relative thereto. (BOARD OF SELECTMEN)

This article provides Carlisle's share of the cost for remediation of the former private landfill located on Concord-Carlisle Regional School District land, the cost to be assessed annually over a period of years consistent with the term of bonds to be issued by the district with debt service expected to commence in Fiscal Year 2017.

ARTICLE 13 – REPURPOSING OF PRIOR TELECOMMUNICATIONS VOTE:

To see if the Town will vote to amend its vote taken on Article 16 of the April 28, 2014 Annual Town Meeting by changing the purpose of the appropriation from “for the erection of a telecommunications tower on the campus of the Carlisle Public School,” to “for the purpose of funding an engineering design of an improved telecommunications system and other related equipment and improvements to existing public safety telecommunications within the Town of Carlisle,”; or take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 14 – FY16 PEG Local Access appropriation: To see if the Town will vote to appropriate the sum of \$99,433.89 from the PEG Local Access Receipts reserved for appropriation special revenue account for the purpose of providing local cable access services and programming for the Town of Carlisle by Concord-Carlisle Community Television, or to take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 15 – Approve/Fund Collective Bargaining Agreements: To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of funding a successor collective bargaining agreement between the Town of Carlisle and Mass. Coalition of Police Local 201, or to take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 16 - FIRE DEPARTMENT ADDITIONAL WAGE APPROPRIATION:

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund fire department wages, or to take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 17 – Capital Equipment: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for various capital purposes, or provide by any combination of these methods, or take any other action related thereto. (LONG TERM CAPITAL REQUIREMENTS/BOARD OF SELECTMEN)

**Long Term Capital Requirements
FY'17**

		Amount	Appropriation Expires
CPS	Technology Replacement	80,000	June 30, 2019
CPS	Annual Maintenance	25,000	June 30, 2019
CPS	Security Plan Implementation	30,000	June 30, 2019
CPS	Replacement of Kitchen Serving Line	45,000	June 30, 2019
Police	Cruiser Replacement (1)	47,000	June 30, 2019
Police	Flooring	13,000	June 30, 2019
Police	Computer & Technology Replacement	4,000	June 30, 2019
Fire	Miscellaneous Maintenance Projects	5,000	June 30, 2019
Fire	Computer replacement	2,500	June 30, 2019
Fire	Vehicle Replacement	48,000	June 30, 2019
Fire	Office Trailer	8,000	June 30, 2019
Fire	Outside Shelter for Tanker Truck	6,500	June 30, 2019
DPW	Snow Plow Equipment for Pathways	9,295	June 30, 2019
Library	Misc. Maintenance Projects	5,000	June 30, 2019
Library	Computer & Technology Replacement	4,000	June 30, 2019
Library	Repainting of interior	20,000	June 30, 2019
Town Hall	Technology Upgrades	5,000	June 30, 2019
Town Hall	Major Repairs/Replacement	10,000	June 30, 2019
Town Hall	Cross-walk signals	10,000	June 30, 2019
	TOTAL	377,295	

ARTICLE 18 - Capital Funding for Technology: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute the sum of \$25,000.00 for the purpose of funding for technology capital projects, or to take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 19 – CPA Annual Recommendations: To see if the town will vote to act on the report of the Community Preservation Committee and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds and to authorize the Board of Selectmen and Conservation Commission to enter into all agreements and execute any and all instruments necessary to acquire, convey, or accept as the case may be, appropriate historic preservation restrictions for historic resources and conservation restrictions for open space, in accordance with Chapter 184 of the General Laws, to be in compliance with the requirements of Chapter 44B, Section 12 of the General Laws of the Commonwealth, and to take any other action related thereto.

Summary of Motion 1 - FY'17 CPA Appropriations: That the following amounts be appropriated from the Fiscal Year 2017 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- a. Fifty-Four Thousand Three Hundred Dollars (\$54,300) be appropriated to the Open Space Reserve Fund.
- b. Fifty-Four Thousand Three Hundred Dollars (\$54,300) be appropriated to the Community Housing Reserve Fund.
- c. Fifty-Four Thousand Three Hundred Dollars (\$54,300) be appropriated to the Historic Reserve Fund.
- d. Five Thousand Dollars (\$5,000) be appropriated for Administrative Expenses.
- e. Three Hundred Seventy-Five Thousand One Hundred Dollars (\$375,100) be appropriated to the fiscal year 2017 Community Preservation Budget Reserve account.

Summary of Motion 2 (FY'16):

Appropriate \$40,000 from the Historic Reserve Fund to the Carlisle Historical Society, for the Improvement of Environmental Storage Conditions for Collections Stored and Displayed at the Society's Heald House Museum. Any appropriation not expended by June 30, 2018 shall be returned to the Historic Reserve Fund.

Summary of Motion 3 (FY'16):

Appropriate \$20,000 from the Historic Reserve Fund to the Carlisle Historical Commission, for the Development of a Preservation Plan for the Central Burial Ground. Any appropriation not expended by June 30, 2018 shall be returned to the Historic Reserve Fund.

Summary of Motion 4 (FY'16):

Appropriate \$14,000 from the Open Space Reserve Fund to the Carlisle Conservation Commission, for the Restoration of Towle Field. Any appropriation not expended by June 30, 2018 shall be returned to the Open Space Reserve Fund.

Summary of Motion 5 (FY'17):

Appropriate \$850,000 (\$95,109 from the Open Space Reserve Fund and \$754,891 from the Undesignated Reserve Fund) for the acquisition by purchase or

eminent domain of a permanent conservation restriction, in accordance with Chapter 184 of the Massachusetts General Laws, for conservation and passive recreational purposes on approximately 20 acres of the 28.10-acre Sorli Farm Fields, a parcel of land located of Westford Road as shown as Parcel 1-0 on Assessor's Map 18, such conservation restriction to be held in the joint care, custody, management and control of the Conservation Commission and the Carlisle Conservation Foundation. Any appropriation not expended by June 30, 2018 shall be returned to the Undesignated Reserve Fund.

Beginning in FY15, the Community Preservation Committee began to require the execution of grant agreements with all recipients of CPA funding. The proposed appropriations listed above in Motions 2,3,4, and 5 will be subject to grant agreements. Summaries of those grant agreements can be found on pages XX - XX immediately following the Annual Town Meeting warrant. The complete text of the grant agreements can be found on the Town Meeting page of the Town's website at: www.carlislema.gov.

ARTICLE 20 – ACCEPTANCE OF HANOVER AND JOHNSON ROADS:

To see if the Town will vote to lay out Hanover Road and Johnson Road as shown on the plan entitled “Hanover Hill in Carlisle, Massachusetts (Middlesex County) Lot Layout Plan, For: Wilkins Hill Realty, LLC Scale: 1” = 40’ August 24, 2007” prepared by Stamski and McNary, last revised June 3, 2008, which plan is recorded with Middlesex North District Registry of Deeds at Book of Plans 227 as Plan 36, and filed with the Town Clerk, or any portion thereof, as a Town way; and further to authorize the Board of Selectmen to acquire by purchase, gift or eminent domain the fee or lesser title interests in said way, and further to see if the Town will vote to raise and appropriate, borrow pursuant to any applicable statute or transfer from available funds, a sum of money for such purpose: or to take such other actions related thereto.
(BOARD OF SELECTMEN)

ARTICLE 21 – HOME RULE PETITION- RECALL OF ELECTED

OFFICIALS: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact legislation in substantially the following form, providing that the General Court may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition:

AN ACT RELATIVE TO THE RECALL OF ELECTED OFFICIALS IN THE TOWN OF CARLISLE

SECTION 1. Any holder of elective office in the town of Carlisle may be recalled and removed from office by qualified voters of the town as provided in this act.

SECTION 2. Fifty (50) registered voters of the town may file with the town clerk an affidavit containing the name of the officer sought to be recalled and a statement of the grounds for recall. Once the names that appear on the affidavit are

certified by the board of registrars of voters, the town clerk shall thereupon deliver to the voter first named on the affidavit a sufficient number of copies of petition blanks demanding a recall. The petition blanks shall be issued by the town clerk with the town clerk's signature and official seal of the town attached thereto. The petition blanks shall be dated and addressed to the board of selectmen and shall contain the name of the person to whom the blanks are issued, the number of petition blanks so issued, the name of the person whose recall is sought, the grounds for recall as stated in the affidavit and shall demand the election of a successor to that office. The affidavit shall be kept with the town records in the office of the town clerk.

SECTION 3. The recall petition shall bear the signatures and residential addresses of at least 200 registered voters eligible to vote in the most recent town election. The recall petition shall be returned to the town clerk within 20 working days after the clerk issues the petition. The petitions containing the signatures requesting a recall election need not all be submitted at the same time. A copy of each petition shall be maintained with the records of the subject recall election.

SECTION 4. The town clerk shall, within 1 working day of receipt, submit the recall petition to the board of registrars of voters in the town, who shall within 10 working days certify thereon the number of signatures which are names of registered eligible voters.

SECTION 5. If the town clerk determines that the certified petitions meet the requirements of sections 2 to 4, inclusive, the town clerk shall give notice without delay, in writing, by certified mail to the elected officer whose recall is sought by sending to that officer a copy of the affidavit and the recall petition form together with notice of the number of qualified voters certified by the town clerk who signed the recall petition forms and the total number of qualified voters in the town as of the most recent town election.

If the officer to whom the recall notice is directed by the town clerk does not resign the office within 5 working days following receipt of the notice from the town clerk, the town clerk shall give notice, in writing, to the board of selectmen not later than 2 working days following the expiration of the foregoing 5 days. The board of selectmen shall order a special election to be held not more than 90 days after receipt of the notice from the town clerk and not less than 64 days from the date of the order. If, however, any town election is to be held within 100 days of receipt by the board of selectmen of notice from the town clerk, the recall election shall be postponed and shall be held at such time in conjunction with the town election. If a vacancy occurs in the office for any reason after a recall election has been ordered by the board of selectmen, the recall election shall nevertheless proceed as provided in this act.

SECTION 6. An officer sought to be recalled may not be a candidate to succeed the office. The nomination of other candidates to succeed the officer, publication of the warrant for the recall election and the conduct of the nomination and publication, shall be in accordance with laws relating to elections, unless otherwise provided in this act.

SECTION 7. The incumbent shall continue to perform the duties of the office until the recall election— The incumbent shall be deemed removed upon qualification of a successor, who shall hold office for the remainder of the unexpired term. If the successor fails to qualify within 7 days after receiving notification of the election, the incumbent shall be deemed removed and the office vacant.

SECTION 8. Ballots used in a recall election shall submit the following propositions in the order indicated:

For the recall of (name of officer)

Against the recall of (name of officer).

There shall be an appropriate place for the voters to vote for either proposition. Under the propositions shall appear the word “Candidates”, the directions to voters required by section 42 of chapter 54 of the General Laws, and beneath this the names of candidates nominated as provided in this act. If the majority of the votes cast upon the question of recall is in the affirmative, the candidate receiving the highest number of votes shall be declared elected. If a majority of votes on the question of recall is in the negative, the ballots for candidates shall not be counted.

SECTION 9. A recall petition shall not be filed against an officer of the town until at least 6 months after the officer takes office, or, in the case of an officer subjected to a recall election and not removed thereby, until at least 6 months after the election at which the recall was submitted to the voters.

SECTION 10. A person who was recalled from an office in the town or who resigned from office while recall proceedings were pending against the officer, shall not be appointed or elected to any town office within 2 years after removal by recall or resignation.

SECTION 11. This act shall take effect upon its passage. (BOARD OF SELECTMEN)

ARTICLE 22 – HOME RULE PETITION RE: DOUBLE POLES

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact legislation in substantially the following form, providing that the General Court may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition:

AN ACT authorizing the Town of Carlisle to assess fines for failure to relocate or remove utility poles and wires

Be it enacted in the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. For purposes of this act, a "utility company" shall mean a company, department or other entity that distributes and/ or supplies electricity, telephone, telegraph, gas, communication, cable television services, and/ or other utilities, and shall include the owner of utility wires, cables, attachments, and poles used for such purposes.

SECTION 2. Notwithstanding the provisions of M.G.L. c. 164, § 22, M.G.L. c. 164, § 34B, M.G.L. c. 166, § 22A, or any other general or special law to the contrary, the Town of Carlisle shall have the authority to assess fines to any utility company which fails to relocate utility wires, cables and attachments which it is responsible or otherwise required or authorized to relocate to an adjacent or nearby pole within twenty-one (21) days of the date on which said relocation is practical as defined in this act, in an amount not to exceed the sum of two hundred fifty dollars (\$250.00) per location per day after the twenty-first (21st) day, and one thousand dollars (\$1,000.00) per location per day after the sixtieth (60th) day.

SECTION 3. For purposes of this act, the relocation of a utility wire, cable or attachment is practical in circumstances in which the wire, cable or attachment is the highest mounted wire, cable or attachment on a pole, a replacement pole or conduit has been installed at a nearby location, no lighting or other fixture impedes the relocation, and any permits, grants of location or other approvals necessary for such relocation have been provided.

SECTION 4. Notwithstanding the provisions of M.G.L. c. 164, § 34B, or any other general or special law to the contrary, the Town of Carlisle shall have the authority to assess fines to any utility company which fails to remove a utility pole which it is responsible or otherwise required or authorized to remove as part of a relocation within ninety (90) days of the date on which said relocation is practical as defined in this act, in an amount not to exceed the sum of two hundred fifty dollars (\$250.00) per location per day after the twenty-first (21st) day, and one thousand dollars (\$1,000.00) per location per day after the sixtieth (60th) day.

SECTION 5. For purposes of this act, removal of a utility pole is practical in circumstances in which all wires, cables and attachments have been removed from the pole and/ or relocated to one (1) or more adjacent utility poles or locations, and any permits, grants of location or other approvals necessary for such relocation have been provided.

SECTION 6. Notwithstanding the provisions of M.G.L. c. 164, § 34B, or any other general or special law to the contrary, the town of Carlisle shall have the authority to assess fines to any utility company which fails to initiate the installation of a new utility pole which it is responsible or otherwise required or authorized to install within ninety (90) days of the date on which said installation is requested or ordered by the town as defined in this act, in an amount not to exceed the sum of two hundred fifty dollars (\$250.00) per location per day after the ninetieth (90th) day, and one thousand dollars (\$1,000.00) per location per day after the one hundred and twentieth (20th) day.

SECTION 7. For purposes of this act, installation of a new utility pole is practical in circumstances where the company responsible for installing pole has been formally requested or ordered to do so by the town of Carlisle or its authorized representative for reasons of compliance with the Americans With Disabilities Act, the Massachusetts Architectural Access Board, other applicable state or federal law or regulation, the requirements of a roadway project, or compliance with town of Carlisle policy, and for which any permits, grants of location or other approvals necessary for such installation have been provided.

SECTION 8. Notwithstanding the provisions of M.G.L. c. 164, § 22.. MG.L. c. 164, § 34B, or any other general or special law to the contrary, the town of Carlisle shall have the authority to assess fines to any utility company which fails to remove or fully secure a utility wire, cable or attachment under its ownership or authority that has been disconnected from a customer location and which remains attached to a utility pole or an adjoining fixture within twenty one (21) days of the date on service has been discontinued, in an amount not to exceed the sum of two hundred fifty dollars (\$250) per location per day after the twenty-first day, and one thousand dollars (\$1,000) per location per day after the sixtieth day.

SECTION 9. For purposes of this act, removal or securing of a utility wire, cable or attachment is practical in circumstances in which the service has been discontinued from a customer location, and the wire, cable or attachment has been disconnected from the customer location, and remains attached to, but is not fully secured to a utility pole or fixtures attached thereto.

SECTION 10. A utility company may request an exemption from provisions of this act, which may be granted only following a duly posted public meeting of the Carlisle Board of Selectmen, who shall have sole authority to grant such exemption.

SECTION 11. Fines that are collected in accordance with this act shall be issued by the Carlisle Board of Selectmen or their designee, and shall deposited in the Town of Carlisle general fund, or in a fund lawfully established for the improvement of public ways. The issuance of a fine shall not preclude the Town of Carlisle from seeking or obtaining any or all other legal and equitable remedies to prevent or remove a violation of this act. The fines set forth herein may be annually revised by the Carlisle Board of Selectmen.

SECTION 12. This act shall take effect upon its passage. (BOARD OF SELECTMEN)

ARTICLE 23 – GENERAL BYLAW AMENDMENT – NOISE CONTROL (Impact Devices)

To see if the Town will vote to amend the General Bylaws by:

1. Adding a new Article XVI, to read as follows:

ARTICLE XVI

16. NOISE CONTROL

16.1 Purpose.

Whereas excessive noise may be a serious hazard to the public health and welfare, safety, and the quality of life; and whereas a substantial body of science and technology exists by which excessive noise may be substantially abated; and whereas the people have a right to and should be ensured an environment free from excessive noise that may jeopardize their health or welfare or safety or degrade the quality of life; now, therefore, it is the policy of the Town of Carlisle to limit excessive noise, as more specifically provided for herein, which may jeopardize the health and welfare or safety of its citizens or degrade the quality of life.

16.2 Ledge Removal

16.2.1. The use of impact devices (including but not limited to hoe rams, rock drills, pile drivers, and rock crushing devices) to remove ledge and subsurface rock causes construction noise of significant intensity and duration. Notwithstanding any other provision of the Town's General Bylaws, no impact devices shall be used to remove ledge or subsurface rock without a license issued by the Building Commissioner. This provision shall not apply in cases where:

16.2.1.1 Ledge removal is specifically addressed in a zoning or subdivision authorization applicable to a particular property; or

16.2.1.2 Where all site work requiring the use of impact devices on a particular building lot is concluded within two calendar days, and the use of impact devices does not resume at any point thereafter.

16.2.2 Requirements for review by the Building Commissioner

Any person who desires to receive a license from the Building Commissioner pursuant to this subsection shall submit a written application for such license. The application shall address each of the following:

16.2.2.1 The extent of ledge and rock removal, rock crushing and/or drilling necessary during site development (volume, characteristics and location);

16.2.2.2 The expected duration (number of days and hours per day) of the operation of Impact Devices;

16.2.2.3 A cross section of the material to be excavated;

16.2.2.4 A narrative statement of alternate methods of ledge removal at the site, including blasting, and a description of why such alternate methods have not been employed;

- 16.2.2.5 A Noise Control Plan documenting all proposed mitigating measures to minimize the generation of noise;
- 16.2.2.6 Written certification from a qualified engineer, contractor or consultant that the engines of all equipment used in ledge and rock removal have working mufflers and/or other noise control features that are equal to or better than the original manufacturer's product;
- 16.2.2.7 Written certification from a qualified engineer, contractor or consultant that industry best practices for noise avoidance and abatement are being utilized to the greatest extent feasible; and
- 16.2.2.8 A calendar of activities for all planned use of impact devices, and the trucking route and type(s) of vehicle to be used on any street for the transfer of material to be removed.

16.2.3 Action on Application

Within thirty (30) days of receipt of a complete application under section 16.2.1, the Building Commissioner shall issue a license authorizing the use of impact devices consistent with the application materials presented. Such license may include reasonable conditions relating to the days and hours of operation of impact devices. Failure to file a complete application in accordance with section 16.2.2 shall be grounds for denial.

16.2.4 Filing of License

A copy of the license must be on file with the Chief of Police and the Town Clerk prior to the beginning of the proposed work.

- 2. Inserting in Section 1.4.2, between the existing lines stating "Junk \$50.00" and "Conservation Commission—The enforcing persons shall include the Conservation Commission by an affirmative vote of a majority of its members", a new line to read as follows: "Noise Control \$300.00"

or to take any other action in relation thereto.

ARTICLE 24 – GENERAL BYLAW AMENDMENT – NOISE CONTROL

(Power Equipment) To see if the Town will vote to amend the General Bylaws by inserting, at the conclusion of Article XVI, adopted by Town Meeting under Article ___ of the Warrant, a new subsection to read as follows, with all section references to be inserted so as to follow sequentially after the previously-adopted provisions of Article XVI:

Yard, Garden and Construction Equipment

- 1 Except as may be otherwise conditioned in a zoning or subdivision authorization applicable to a particular property or on property used for the primary

purpose of commercial agriculture, the following devices shall not be operated except between the hours of 8 (eight) A.M. to 9 (nine) P.M. Monday through Friday, and from 9 (nine) A.M. to 8 (eight) P.M. on Saturdays, Sundays and Massachusetts and Federal holidays:

All electric motor and internal combustion engine devices employed in yard and garden maintenance and repair.

2 Except as may be otherwise conditioned in a zoning or subdivision authorization applicable to a particular property or on property used for the primary purpose of commercial agriculture, the following devices shall not be operated outdoors except between the hours of 7 (seven) A.M. to 9 (nine) P.M. Monday through Friday, and from 9 (nine) A.M. to 5 (five) P.M. on Saturdays, Sundays and Massachusetts and Federal holidays:

All electric motor and internal combustion engine devices employed in construction or demolition, including but not limited to site preparation, assembly, erection, substantial repair, alteration, destruction or similar action, of driveways, public or private rights-of-way, structures, utilities, and similar improvements to real property.

3 The foregoing sections __.1 and __.2 shall not apply to:

___.3.1 The Department of Public Works.

___.3.2 The emission of sound in the performance of emergency work, or in the performance of public safety activities.

___.3.3 The use of motorized snow removal equipment, or the use of chainsaws in connection with any necessary post-storm removal of trees and branches.

___.3.4 The use of small handheld power tools that are inaudible at the property line.

or to take any other action in relation thereto.

ARTICLE 25 – GENERAL BYLAW AMENDMENT – NOISE CONTROL

(Roosters) To see if the Town will vote to amend the General Bylaws, by inserting at the conclusion of Article XVI, adopted by Town Meeting under Articles __ and __ of the Warrant, as applicable, a new subsection to read as follows, with all section references to be inserted so as to follow sequentially after the previously-adopted provisions of Article XVI:

Roosters

___.1 This subsection __. shall not apply to property that is used for the primary purpose of commercial agriculture and (a) contains five or more acres or (b) contains between two and five acres where the sale of products produced from the agricultural use generates at least \$1,000 per acre annually based on gross sales dollars.

___.2 No person shall own or keep a rooster which, by crowing or by any other noise that is plainly audible from an abutting or nearby residential property between the hours of 9 (nine) P.M. and 7 (seven) A.M., unreasonably disturbs the peace and quiet of any other person.

___.3 Upon receipt of a complaint under this subsection ___.3, the police department shall conduct an investigation. Upon a determination that a violation of subsection ___.2 exists, the police department shall deliver to the keeper of the rooster notice of the violation, along with an informational brochure, to be prepared and published by the Town of Carlisle's Agricultural Commission, discussing best practices for the keeping of roosters and outlining various methods for abating the noise impacts associated therewith. Upon delivery of such brochure, enforcement under this subsection ___.3 shall be stayed for a period of three (3) weeks for the purpose of allowing the keeper of the rooster the opportunity to take remedial measures in response to the complaint.

At least three (3) weeks after the delivery of the brochure, the police department shall renew its action on the complaint and shall impose non-criminal dispositions under Article I, Section 1 of the General Bylaws where the violation of subsection ___.2 remains ongoing

or to take any other action in relation thereto. (BOARD OF SELECTMEN)

ARTICLE 26 – ZONING AMENDMENT – SITE PLAN REVIEW: To see if the Town will vote to amend the Town of Carlisle Zoning Bylaws for the purpose of XXXXX as follows:

7.6 Site Plan Review

7.6.1 For the purpose of administering the provisions of the bylaw relating to non-residential and certain other uses in all districts, not including a senior residential open space community as allowed under Section 5.7 of these bylaws, personal wireless communication facilities as allowed under Section 5.9 of these bylaws, accessory apartments as allowed under Section 5.6 of these bylaws and accessory uses permitted in General Residence Districts under Section 3.2.1.11 of these bylaws, and to ensure the most advantageous use of all properties within the same district and for the reasonable protection of the legitimate interests of adjoining property owners, site plan approval shall be required prior to the:

7.6.1.1 Construction of a new building or structure, the principal use of which is non-residential;

7.6.1.2 Construction of an addition to or alteration of any existing building, the principal use of which is non-residential;

7.6.1.3 Establishment of a principal non-residential use in an existing building not theretofore used for such purposes;

7.6.1.4 Establishment of a more intensive non-residential use on the site of a previous non-residential use, including, but not limited to, the establishment of or alteration to any parking, loading or vehicular access, or the increase in number of employees at the site or proposed pedestrian traffic to and from the site;

7.6.1.5 Construction of a new building or structure, or an addition or alteration of any existing building or structure, for use as multifamily housing; or

7.6.1.6 Construction or alteration of a municipal parking, cultural, recreational, water supply or protective use pursuant to this Section 7.6 in addition to any special permits or other approvals required under these bylaws.

7.6.2 No building permit shall be issued for the purposes described in Section 7.6.1.1 through 7.6.1.6 unless a site plan has been submitted and approved by the Planning Board as provided in this Section 7.6.

Any person desiring approval of a site plan shall submit an application for such containing the information set forth herein or in the Rules and Regulations governing the Site Plan Review (“Rules and Regulations”) to the Planning Board. The Planning Board shall not take final action on such plan until it has held a public hearing thereon within sixty-five (65) days from the date of filing of such application in accordance with the provisions of Section 11 of Chapter 40A of the General Laws. The Rules and Regulations shall, among other things, provide that the Planning Board will seek input from other Town boards, committees and departments concerning the application, including, but not limited to the Board of Selectmen, Board of Appeals, Fire Department, Police Department,

Department of Public Works, Conservation Commission, Board of Health and any other Town board or committee.

Failure of the Planning Board to take final action on such site plan review application within sixty (60) days following the close of the public hearing shall

be deemed to be an approval thereof and it shall forthwith make an endorsement to this effect on such plan, and on its failure to do so the Town Clerk shall issue a certificate to the same effect.

7.6.3 In considering a site plan the Planning Board shall assure to a degree consistent with a reasonable use of the site for the purpose permitted either by the regulations of the district in which it is located or by special permit:

7.6.3.1 Compliance with all provisions of the zoning bylaw;

7.6.3.2 Protection of adjoining premises against detrimental or offensive use of the site;

7.6.3.3 Convenience and safety of vehicular and pedestrian movement on the site and in relation to adjacent streets, property or improvements and for the

location of driveway openings in relation to street traffic;

7.6.3.4 Adequacy as to the arrangement and the number of parking and loading spaces in relation to the proposed uses of the premises;

7.6.3.5 Adequacy as to the arrangement of proposed buildings, structures, free-standing signs, siting, screening and landscaping;

7.6.3.6 Adequacy of the methods on the site for sewage, refuse and other waste disposal, and for surface and sub-surface drainage;

7.6.3.7 Protection of the Town's resources, including the effect on public or private water supply and groundwater resources;

7.6.3.8 Protection of the public health and safety, and maintenance of ways against extraordinary wear or damage that may be caused by construction operations, as well as minimization of the impact of construction operations on the quality of daily life in the Town; and may impose such appropriate conditions, limitations and requirements as will insure compliance with the terms of the Planning Board's approval.

7.6.4 The Planning Board shall promulgate or amend Rules and Regulations which pertain to the contents of the site plan approval process, which Rules and Regulations shall be consistent with this Section 7.6 of the Zoning Bylaw.

7.6.5 Any applicant seeking site plan approval shall submit an Application pursuant to this Section and the Rules and Regulations and pay such fees as shall be determined by the Planning Board to cover any expenses connected with a public hearing and review of the application, including, but not limited to, the costs of any engineering or planning consulting services necessary for review purposes, as set forth in the Board's Rules and Regulations pertaining thereto.

7.6.6 In applications for which a special permit pursuant to Section 7.2 must be obtained in addition to site plan approval, the applicant must obtain and file such special permit with the application for site plan review pursuant to this Section 7.6.

7.6.7 A copy of the decision bearing the approval of the Planning Board shall be filed in the office of the Town Clerk within fifteen (15) days after the approval of said site plan.

7.6.8 The Planning Board shall have power to modify or amend its approval of a site plan on petition of the applicant or his assigns, or upon its own motion if

7.6.9 such power is reserved in the original approval. All of the provisions of this Section 7.6 applicable to approval shall, where appropriate, be applicable to such modification or amendment.

7.6.10 Site plan approval shall lapse if construction or in the case of a change or

7.6.11 intensification in use, the substantial use thereof, is not commenced within two (2) years from the date of approval. An extension may be granted by the Planning Board for good cause. The Planning Board may include as a condition of approval an outside date for substantial completion of construction.

7.6.12 Any appeal of an approval or condition of approval of a site plan by the Planning Board shall be made in accordance with M.G. L., Ch. 40A, S. 17 (PLANNING BOARD).

ARTICLE 27 – MUNICIPAL ELECTRICITY AGGREGATION To see if the Town will vote to initiate the process to aggregate electrical load, pursuant to M.G.L. c. 164, § 134, and further, to adopt the following resolution:

Whereas, the Commonwealth of Massachusetts is engaged in a process to establish a competitive market place through deregulation and restructuring of the electric utility industry;

Whereas, citizens of Carlisle have a substantial economic and social interest at stake, and;

Whereas the Town of Carlisle hereby finds that it may be in the interest of the electric ratepayers, both residential and commercial/industrial, to enter into an aggregation agreement,

Be it therefore resolved that the Town of Carlisle hereby:

Publicly declares its intent to become an aggregator of electric power on behalf of its residential and business communities, and;

Will negotiate and enter into a contract for power supply independently. If such a contract is affected, individual consumers would retain the option not to participate and to choose any alternatives they desire, or act in relation thereto. (BOARD OF SELECTMEN)

ARTICLE 28 – ZONING AMENDMENT – SOLAR FACILITY OVERLAY DISTRICT To see if the Town will vote to amend Section 5.8 (Solar Photovoltaic Overlay District) of the Zoning Bylaws and the Zoning Map of the Town of Carlisle as follows:

1. Amend Section 5.8.4 (Location) to read as follows:

The Solar Photovoltaic Facility Overlay District shall be the area comprised of Assessor's Map 21 Parcels 10, 11 and 12A-A, and a 200 ft x 200 ft portion of Map 20 Parcel 1 along its boundaries with Map 21 Parcels 10 & 9, which shall be shown on a map entitled "Property Maps, Carlisle, Massachusetts."

The location of renewable energy generation facilities in the form of Ground-Mounted Solar Photovoltaic Facility shall be permitted as of right in this district.

2. Amend the map entitled “Property Maps, Carlisle, Massachusetts” to show Assessor’s Map 21 Parcel 12A-A as included within the Solar Photovoltaic Facility Overlay District.

or to take any other action in relation thereto. (BOARD OF SELECTMEN)

ARTICLE 29 – ZONING AMENDMENT – Section 5.6, Accessory

Apartments: To see if the Town will vote to allow for a unit in an existing accessory structure on a single family lot to be used as an “accessory apartment” as defined in section 5.6.3.1 of the zoning bylaws or take any action in relation thereto.
(CITIZENS’ PETITION)

ARTICLE 30 – EXPAND MISSION OF ENERGY TASK FORCE: To see if the Town will vote to expand the mission of the Energy Task Force to include reducing the cost and energy used in the disposal of waste in the Town of Carlisle. The Energy Task Force will research and report back to the Town within 2 years with recommendations of how the Town can become a “Zero Waste Town”, by reducing the amount of waste that is incinerated, increasing recycling, reducing cost and energy used by all in the disposal of waste and investigating the options of applying for State grants that are available for waste reduction, or take any action in relation thereto,
(CITIZENS’ PETITION)

And in the name of the Commonwealth of Massachusetts you are hereby further required to notify and warn the inhabitants of the Town of Carlisle, qualified as aforesaid, to go to the Town Hall Building at 66 Westford Street in said Carlisle on Tuesday, the 17th day of May, 2016 between the hours of seven o’clock forenoon and eight o’clock in the afternoon and there to vote on the following:

**TOWN ELECTION
MAY 17, 2016
7:00 A.M. TO 8:00 P.M.**

ELECTION OF OFFICERS – To see if the Town will vote on the election of the following Town Officers:

Moderator	one for a term of one year
Selectmen	one for a term of three years
Selectmen	one for a term of one year
Board of Assessors	one for a term of three years
Board of Assessors	one for a term of one year
Board of Health	two for a term of three years
Housing Authority	one for a term of five years

Library Trustees	one for a term of three years
Planning Board	three for a term of three years
School Committee	two for a term of three years

DEBT EXCLUSION QUESTION

M.G.L. c. 59, § 21C(k)

Question 1: Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the Town of Carlisle's apportioned share of a bond to be issued by the Concord-Carlisle Regional School District to pay for landfill remediation for the District?

YES_____ NO_____

And you are directed to serve this warrant by posting a true and attested copy thereof at the Town Hall and at the Post Office in said Town of Carlisle at least seven days prior to the time of holding said meeting.

THEREOF FAIL NOT and make return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the meeting aforesaid.

Given under our hands this 22nd day of March in the Year of Our Lord 2016.

BOARD OF SELECTMEN

Vanessa H Moroney, Chairman

John Gorecki, Vice Chairman

Nathan C. Brown, Clerk

Lyn Lemaire

Claude von Roesgen

A True Copy Attest:
_____, Constable

Middlesex, ss.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Carlisle by posting up attested copies of the same at the United States Post Office and on the Town Bulletin Board in said town at least seven (7) days before the date of the meeting, as within directed.

Date Posted: _____

**MINUTES
ANNUAL TOWN MEETING
MAY 9, 2016**

The annual Town Meeting was convened May 9th 2016, at the Corey Building. A quorum of 150 voters was reached, and the meeting called to order by Moderator Wayne Davis at 7:12 PM. There were 249 voters present. Due to the number of Warrant Articles remaining for consideration and the late hour, the Annual Town Meeting was adjourned at 10:15 PM to be continued on May 10, 2016. The annual Town Meeting was reconvened on May 10th 2016, at the Corey Building. A quorum of 150 voters was reached, and the meeting was called to order by Moderator Wayne Davis at 7:16 PM. There were 175 voters present. There being no further business to come before the meeting, the Annual Town Meeting was adjourned at 10:28 PM.

Before the meeting began the Moderator explained how the meeting would be conducted, noted the location of the Fire Exits and announced that if needed, due to an emergency or time constraints the meeting would reconvene on the next day, May 10, 2016. He also explained how the Consent Agenda would work.

Vanessa Maroney, the Chairman of the Board of Selectmen, thanked the many volunteers serving on Town Boards and Committees for their generous of time and effort in their service to the Town during the past year. She also thanked the Town Employees who have departed.

ARTICLE 1: Consent Agenda: On motion of John Gorecki it was voted by a declared majority vote that Articles 2 through 8, be considered in one motion, and that the motions for Articles 2 through 8 be hereby adopted as printed in the Motions Handout at Town Meeting, as indicated by a double asterisk (**), and recommended by the Finance Committee.

At the call of the Consent Agenda, the Moderator will call out the numbers of the Articles, one by one. If one or more voters object to any particular Article being included in the Consent Agenda, please say the word “Hold” in a loud voice when the number is called. The Article will then be automatically removed from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted upon in the usual manner. After the calling of the individual items in the Consent Agenda, the Moderator will entertain a SINGLE MOTION that all items remaining on the Consent Agenda be acted upon favorably by the voters.

ARTICLE 2: Town Reports -** At the call of the Consent Agenda, it was voted by a declared two thirds majority to accept the reports of Town Officers, Boards, Committees, Commissioners and Trustees as published in the Town Report for the Year 2015 be accepted and placed in the permanent records of the Town, it being understood that such acceptance does not constitute a ratification of the contents of those reports.

ARTICLE 3: Salaries of Elected Officials **:- At the call of the Consent Agenda, it was voted by a declared two thirds majority vote to fix the salaries of the elected officers of the town be established as provided by Chapter 41, Section 108 of the General Laws, as amended, for the Fiscal Year 2017, beginning July 1, 2016, as follows:

		Voted FY'15	Voted FY'16	Recommended FY'17
Moderator		\$50	\$50	\$50
Town Clerk		\$58,204	\$59,543	\$60,734
Assessors -	Chairman	\$100	\$100	\$100
	Second Member	\$100	\$100	\$100
	Third Member	\$100	\$100	\$100

ARTICLE 4: Actuarial Valuation of Post-Employment Benefits** - At the call of the Consent Agenda, it was voted by a declared two thirds majority vote to raise and appropriate Four Thousand Dollars (\$4,000) be raised and appropriated from the FY 2017 tax levy and other general revenues of the Town to be spent by the Board of Selectmen for the purpose of professional services in connection with GASB 45 actuarial valuation of post-employment benefits obligations for the Town.

ARTICLE 5: Revaluation ** * At the call of the Consent Agenda, it was voted by a declared two thirds majority vote to raise and appropriate Five Thousand Dollars (\$5,000) be raised and appropriated from the FY 2017 tax levy and other general revenues of the Town to be spent by the Board of Assessors for the purpose of professional services and other related expenses in connection with the property revaluation process.

ARTICLE 6: Department Revolving Funds Authorization **: At the call of the Consent Agenda, it was voted by a declared two thirds majority vote that the revolving funds for School Buses, Board of Health Inspections, Hazardous Wastes, Trails Committee, Conservation Foss Farm, Conservation Building Maintenance, Historical Commission, Youth Commission, Building Department, and Council on Aging and Council on Aging Transportation be authorized or reauthorized, as the case may be, for FY 2017 pursuant to Chapter 44, Section 53 E1/2 with the revenue source, authority to spend, use of fund, and spending limit as designated below with the understanding that such Revolving Funds be credited with the balance remaining in such Revolving Fund at the end of FY 2016 as follows:

Revenue Funds	Revenue Source	Authority to Spend	Use of Fund	Spending Limit
School Buses	User Fees Collected by School	School Committee	To provide transportation for 7 th and 8 th grade students	\$60,000
Board of Health Inspections	Board of Health Fees	Board of Health	Specific expert engineering and consulting services to review septic and well installations and repairs, sanitary inspections and other appropriate reimbursable expenses.	\$50,000
Hazardous Wastes	Transfer Station User Fees & Grants Received	Board of Selectmen	Transfer Station recycling expenses and household hazardous waste collection /disposal	\$60,000
Trails Committee	Sale of Trails in Carlisle Book	Board of Selectmen	Building, maintaining and enhancing recreation trails.	\$10,000
Conservation Foss Farm	User Fees	Conservation Commission	Activities and maintenance associated with Foss Farm.	\$2,500
Conservation Building Maintenance	Fees and/or Rent	Conservation Commission	Maintenance and repairs associated with the Buildings located on Conservation Commission Lands	\$30,000
Historical Commission	Fees	Historical Commission	Reasonable expenses related to filings/applications.	\$3,000
Youth Commission	Event Admission Fees	Board of Selectmen	To provide for dances and other events sponsored by the Youth Commission.	\$10,000
Building Department	User Fees	Board of Selectmen	To cover inspectional services and administrative expenses.	\$125,000
Council on Aging	User Fees	Council on Aging	To provide for expenses for activities, programs and events sponsored by the Council on Aging.	\$30,000
Council on Aging	Transportation User Fees	Council on Aging	To provide for expenses of transportation services for Carlisle residents sponsored by the Council on Aging.	\$15,000

ARTICLE 7 – Real Estate Tax Exemption **:

At the call of the Consent Agenda it was voted by a declared two thirds majority to authorize the Board of Assessors, pursuant to M.G.L. c. 59, § 5 (clause 41C), to grant an additional real estate tax exemption of up to one hundred percent (100 %) of the amount permitted by this statute, or to take any other action related thereto. (BOARD OF SELECTMEN/BOARD OF ASSESSORS)

ARTICLE 8: FY 2017 Chapter 90 Authorization **

At the call of the Consent Agenda, it was voted by a declared two thirds majority vote that the Treasurer of the Town, with the approval of the Selectmen, be authorized to borrow Two Hundred Fifty-Eight Thousand Thirty-Three Dollars (\$258,033) to be expended by the Board of Selectmen for the reconstruction and improvement of public ways in the town as provided for pursuant to the provisions of Section 34(2) (a) of Chapter 90 of the General Laws, such borrowing to be in anticipation of, and conditioned upon, reimbursement by the Commonwealth pursuant to said Chapter 90.

ARTICLE 9 – Fiscal Year 2016 Budget Transfers: On motion of Scott Triola, it was voted by a declared majority vote that the sum of \$76,000.00 be transferred from the FY 2016 appropriation for Group Insurance and reallocated as follows:

\$56,000.00 to the FY16 appropriation for General Government - vote to transfer sums of money into various line items of the Fiscal Year 2016 operating budget from other line items of said budget, from unexpended funds in various accounts or from other available funds. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

ARTICLE 10: FY17 Operating Budget - On motion of Scott Trilola, it was voted by a declared majority vote that a total of Twenty Eight Million Two Hundred Thirty Eight Thousand Three Hundred Sixty-Seven Dollars (\$28,238,367) be raised and appropriated for FY 2017, and to meet this appropriation that Four Hundred Thousand Dollars (\$400,000) be transferred from Free Cash, that Fifty-Three Thousand Dollars (\$53,000) be transferred from the Ambulance Fund, that Fourteen Thousand Nine Hundred Forty-Five Dollars (\$14,945) be transferred from the Stabilization Fund, that Twenty Thousand (\$20,000) be transferred from the appropriation approved under Article 13 of the Annual Town Meeting of April 27, 2015 for wage and classification adjustments, that Thirty Eight Thousand One Hundred Two Dollars (\$38,102) be transferred from the Reserve for Bond Premiums account, and that the balance be raised from the FY2017 tax levy and other general revenues of the Town, as set forth in column entitled “Article 10” of the chart accompanying this motion.

Article 10

	FY 2016 Budget	FY 2017 Levy Limit Budget
General Government	1,191,855	1,308,106

Protection of Persons & Property	2,380,577	2,518,092
	91,085	106,292
Board of Health		
Public Works	1,130,719	1,160,241
Public Assistance	219,791	243,298
Education	17,826,518	18,254,264
Library	594,064	618,899
Recreation	149,990	159,973
Insurance & Benefits	1,480,000	1,395,000
Unclassified	152,000	152,000
County Retirement	771,117	820,032
Long Term Debt	1,535,869	1,502,170
Total	27,523,585	28,238,367

General Government

	FY 2016 Budget	FY 2017 Levy Limit Budget
General Government		
General Expense & Town Hall	755,426	786,674
Citizen Recognition	275	275
Treasurer/Collector	151,547	186,888
Town Clerk	72,070	78,510
Registrars & Elections	13,988	19,237
Assessors	109,789	137,939
Planning Board	88,760	98,583
sub-total	1,191,855	1,308,106

Protection of Persons and Property

	FY 2016 Budget	FY 2017 Levy Limit Budget
Protection of Persons & Property		
Police	1,422,264	1,487,100
Fire	457,346	492,809
Communications	332,046	352,088
Conservation	100,260	111,283
Dog & Animal Control	10,782	14,998

Inspectional Services	33,879	35,814
Street-Lighting	24,000	24,000
Sub-total	2,380,577	2,518,092

Board of Health

	FY 2016 Budget	FY 2017 Levy Limit Budget
Board of Health	91,085	106,292

Public Works

	FY 2016 Budget	FY 2017 Levy Limit Budget
Public Works		
DPW (incl. trees)	714,742	741,356
Snow & Ice	65,558	65,785
Transfer Station	262,003	264,684
Road Maintenance	88,416	88,416
sub-total	1,130,719	1,160,241

Public Assistance

	FY 2016 Budget	FY 2017 Levy Limit Budget
Public Assistance		
Youth Commission	2,872	3,651
Council on Aging	180,319	203,047
Senior Tax Voucher Program	25,000	25,000
Veteran's Agent and Benefits	11,600	11,600
sub-total	219,791	243,298

Education

	FY 2016 Budget	FY 2017 Levy Limit Budget
Education		
Carlisle Public Schools	10,441,674	10,629,420
CCRS	5,905,074	6,107,238

CCRSB debt service	1,253,485	1,344,047
MMRHS, including debt service	226,285	173,559
* sub-total	17,826,518	18,254,264

Library

	FY 2016 Budget	FY 2017 Levy Limit Budget
Library	594,064	618,899

Recreation

	FY 2016 Budget	FY 2017 Levy Limit Budget
Recreation	149,990	159,973

Insurance & Benefits

	FY 2016 Budget	FY 2017 Levy Limit Budget
Insurance & Benefits		
Blanket Insurance	205,000	220,000
Group Insurance	1,000,000	900,000
Contribution to OPEB Trust	225,000	225,000
Unemployment Insurance	50,000	50,000
sub-total	1,480,000	1,395,000

Unclassified

	FY 2016 Budget	FY 2017 Levy Limit Budget
Unclassified		
Interest, fees, & costs	1,000	1,000
Public Celebrations	1,000	1,000
Reserve Fund Balance	150,000	150,000
sub-total	152,000	152,000

County Retirement

	<u>FY 2016 Budget</u>	<u>FY 2017 Levy Limit Budget</u>
County Retirement	<u>771,117</u>	<u>820,032</u>

Long Term Debt Service

	<u>FY 2016 Budget</u>	<u>FY 2017 Levy Limit Budget</u>
Long Term Debt	<u>1,535,869</u>	<u>1,502,170</u>

ARTICLE 11: Additional Appropriations: - On motion of Vanessa Moroney, it was voted by a declared majority vote that Fifteen Thousand Four Hundred Dollars (\$9,825) be raised and appropriated from the FY 2017 tax levy to be expended by the Board of Selectmen for the purpose of retaining consultants to provide professional services to the following departments:

<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
Council on Aging	\$6,500	Social Worker
Assessors	\$3,325	Updates to GIS Maps

ARTICLE 12: CCRSD Landfill Remediation Appropriation - On motion of John Gorecki, it was voted by a declared majority vote to approve \$1,100,000 of debt authorized by the Concord-Carlisle Regional School Committee for landfill remediation; provided, however, that this approval shall be contingent upon passage of a Proposition 2 1/2, debt exclusion referendum under General Laws Chapter 59, §21C (k) to exempt the Town's allocable share of the amounts required for the payment of interest and principal on said borrowing.

ARTICLE 13: REPURPOSING OF PRIOR TELECOMMUNICATIONS VOTE - On motion of John Gorecki it was voted by a declared majority vote that the Town vote to amend its vote taken on Article 16 of the April 28, 2014 Annual Town Meeting by changing the purpose of the appropriation from “for the erection of a telecommunications tower on the campus of the Carlisle Public School,” to “for the purpose of funding an engineering design of an improved telecommunications system”.

ARTICLE 14: FY16 PEG Local Access appropriation: - On motion of Vanessa Moroney, it was voted by a declared majority vote that the Town appropriate the sum of \$99,433.89 from the PEG Local Access Receipts reserved for appropriation special revenue account for the purpose of providing local cable access services and programming for the Town of Carlisle by Concord-Carlisle Community Television.

RTICLE 15: Approve/Fund Collective Bargaining Agreement: - On motion of Lyn Lemaire, it was voted by a declared majority vote, to approve the sum of \$37,500.00 for the purpose of funding a successor collective bargaining agreement between the Town of Carlisle and Mass. Coalition of Police Local 201, said sum having been included in the Police Department Line Item total of \$1,487,100.00 in the FY2017 Operating Budget (Article 10) as voted and recommended by the Finance Committee.

ARTICLE 16: Fire Dept. Additional Appropriation: - THIS ARTICLE WAS NOT MOVED

ARTICLE 17: Capital Equipment - On motion of David Guarino, it was voted by a declared majority vote that Three Hundred Seventy Seven Thousand Two Hundred Ninety-Five Dollars (\$377,295) be raised and appropriated for FY 2017, and to meet this appropriation that One Hundred Thousand Dollars (\$100,000) be transferred from Free Cash, and that the balance of Two Hundred Seventy Seven Thousand Two Hundred Ninety-Five Dollars (\$277,295) be raised from the FY2017 tax levy and other general revenues of the Town, to be spent by the Board of Selectmen, except for the items for the Carlisle Public Schools which sums are to be spent by the Carlisle School Committee, for the following capital purposes, and further, that after June 30, 2019, any residual unexpended portion of any list appropriation shall be returned to the General Fund:

**Long Term Capital Requirements
FY'17**

		Amount	Appropriation Expires
CPS	Technology Replacement	80,000	June 30, 2019
CPS	Annual Maintenance	25,000	June 30, 2019
CPS	Security Plan Implementation	30,000	June 30, 2019
CPS	Replacement of Kitchen Serving Line	45,000	June 30, 2019
Police	Cruiser Replacement (1)	47,000	June 30, 2019
Police	Flooring	13,000	June 30, 2019
Police	Computer & Technology Replacement	4,000	June 30, 2019
Fire	Miscellaneous Maintenance Projects	5,000	June 30, 2019
Fire	Computer replacement	2,500	June 30, 2019
Fire	Vehicle Replacement	48,000	June 30, 2019
Fire	Office Trailer	8,000	June 30, 2019
Fire	Outside Shelter for Tanker Truck	6,500	June 30, 2019
DPW	Snow Plow Equipment for Pathways	9,295	June 30, 2019
Library	Misc. Maintenance Projects	5,000	June 30, 2019
Library	Computer & Technology Replacement	4,000	June 30, 2019

Library	Repainting of interior	20,000	June 30, 2019
Town Hall	Technology Upgrades	5,000	June 30, 2019
Town Hall	Major Repairs/Replacement	10,000	June 30, 2019
Town Hall	Cross-walk signals	10,000	June 30, 2019
	TOTAL	377,295	

ARTICLE 18: Capital Funding for Technology: On motion of Nathan Brown, it was voted by a declared majority vote that the sum of Twenty-Five Thousand Dollars (\$25,000) be raised and appropriated from the FY2017 tax levy for the purpose of funding Town technology capital projects.

ARTICLE 19: CPA Annual Recommendations: On Motion of Luke Ascolillo, it was voted by a declared majority vote that the Community Preservation Committee recommendations for transfers and expenditures for Fiscal Years 2016 and 2017 be approved as follows:

Motion 1 - FY'17 CPA Appropriations:

That the following amounts be appropriated from the Fiscal Year 2017 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- f. Fifty-Four Thousand Three Hundred Dollars (\$54,300) be appropriated to the Open Space Reserve Fund.
- g. Fifty-Four Thousand Three Hundred Dollars (\$54,300) be appropriated to the Community Housing Reserve Fund.
- h. Fifty-Four Thousand Three Hundred Dollars (\$54,300) be appropriated to the Historic Reserve Fund.
- i. Five Thousand Dollars (\$5,000) be appropriated for Administrative Expenses.
- j. Three Hundred Seventy-Five Thousand One Hundred Dollars (\$375,100) be appropriated to the fiscal year 2017 Community Preservation Budget Reserve account.

Motion 2 (FY'16):

That Forty Thousand Dollars (\$40,000) be appropriated from the Historic Reserve Fund for the improvements of environmental storage conditions for collections stored and displayed at the Carlisle Historical Society's Heald House Museum, including the installation of a heat pump system, removal of vermiculite insulation in two attic floors, and replacement of a rubber roof on the addition to the back of the building, as described in the Town of Carlisle Community Preservation Grant Agreement #2016-4, and that such sums may be expended by the Carlisle Historical Society pursuant to the terms of said Grant Agreement #2016-4, and further that any portion of such sums not expended by June 30, 2018 shall be returned to the Historic Reserve Fund.

Motion 3 (FY'16):

That Twenty Thousand Dollars (\$20,000) be appropriated from the Historic Reserve Fund for the development of a preservation plan for the Central Burial Ground, and that such sums may be expended by the Carlisle Historical Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2016-2, and further that any portion of such sums not expended by June 30, 2018 shall be returned to the Historic Reserve Fund.

Motion 4 (FY'16):

That Fourteen Thousand Dollars (\$14,000) be appropriated from the Open Space Reserve Fund for the restoration of Towle Field, and that such sums may be expended by the Carlisle Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2016-3, and further that any portion of such sums not expended by June 30, 2018 shall be returned to the Open Space Reserve Fund.

Motion 5 (FY'17):

That Ninety-Five Thousand One Hundred Nine Dollars (\$95,109) be appropriated from the Open Space Reserve Fund and Seven Hundred Fifty-Four Thousand Eight Hundred Ninety-One Dollars (\$754,891) be appropriated from the Undesignated Reserve Fund for a total of Eight Hundred Fifty Thousand Dollars (\$850,000) appropriated for the acquisition by purchase or eminent domain of a permanent conservation restriction, in accordance with Chapter 184 of the Massachusetts General Laws, for conservation and passive recreational purposes on approximately 20 acres of the 28.10-acre Sorli Farm Fields, a parcel of land located off Westford Road as shown as Parcel 1-0 on Assessor's Map 18, and expenses incidental and related thereto, such conservation restriction to be held in the joint care, custody, management and control of the Conservation Commission and the Carlisle Conservation Foundation, pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2016-1, and that any portion of such sums not expended by June 30, 2018 shall be returned to the Undesignated Reserve Fund.

ARTICLE 20: Acceptance of Hanover and Johnson Roads: - THIS ARTICLE WAS NOT MOVED

ARTICLE 21: Home Rule petition re: Recall of Elected Officials: - On motion of Nathan Brown it was voted by a counted majority to authorize the Board of Selectmen to petition the General Court to enact legislation in substantially the following form, providing that the General Court may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition:

AN ACT RELATIVE TO THE RECALL OF ELECTED OFFICIALS
IN THE TOWN OF CARLISLE

SECTION 1. Any holder of elective office in the town of Carlisle may be recalled and removed from office by qualified voters of the town as provided in this act.

SECTION 2. Fifty (50) registered voters of the town may file with the town clerk an affidavit containing the name of the officer sought to be recalled and a statement of the grounds for recall. Once the names that appear on the affidavit are certified by the board of registrars of voters, the town clerk shall thereupon deliver to the voter first named on the affidavit a sufficient number of copies of petition blanks demanding a recall. The petition blanks shall be issued by the town clerk with the town clerk's signature and official seal of the town attached thereto. The petition blanks shall be dated and addressed to the board of selectmen and shall contain the name of the person to whom the blanks are issued, the number of petition blanks so issued, the name of the person whose recall is sought, the grounds for recall as stated in the affidavit and shall demand the election of a successor to that office. The affidavit shall be kept with the town records in the office of the town clerk.

SECTION 3. The recall petition shall bear the signatures and residential addresses of at least 200 registered voters eligible to vote in the most recent town election. The recall petition shall be returned to the town clerk within 20 working days after the clerk issues the petition. The petitions containing the signatures requesting a recall election need not all be submitted at the same time. A copy of each petition shall be maintained with the records of the subject recall election.

SECTION 4. The town clerk shall, within 1 working day of receipt, submit the recall petition to the board of registrars of voters in the town, who shall within 10 working days certify thereon the number of signatures which are names of registered eligible voters.

SECTION 5. If the town clerk determines that the certified petitions meet the requirements of sections 2 to 4, inclusive, the town clerk shall give notice without delay, in writing, by certified mail to the elected officer whose recall is sought by sending to that officer a copy of the affidavit and the recall petition form together with notice of the number of qualified voters certified by the town clerk who signed the recall petition forms and the total number of qualified voters in the town as of the most recent town election.

If the officer to whom the recall notice is directed by the town clerk does not resign the office within 5 working days following receipt of the notice from the town clerk, the town clerk shall give notice, in writing, to the board of selectmen not later than 2 working days following the expiration of the foregoing 5 days. The board of selectmen shall order a special election to be held not more than 90 days after receipt of the notice from the town clerk and not less than 64 days from the date of the order. If, however, any town election is to be held within 100 days of receipt by the board of selectmen of notice from the town clerk, the recall election shall be postponed and shall be held at such time in conjunction with the town election. If a vacancy occurs in the office for any reason after a recall election has been ordered by the board of selectmen, the recall election shall nevertheless proceed as provided in this act.

SECTION 6. An officer sought to be recalled may not be a candidate to succeed the office. The nomination of other candidates to succeed the officer, publication of the warrant for the recall election and the conduct of the nomination and publication, shall be in accordance with laws relating to elections, unless otherwise provided in this act.

SECTION 7. The incumbent shall continue to perform the duties of the office until the recall election. The incumbent shall be deemed removed upon qualification of a successor,

who shall hold office for the remainder of the unexpired term. If the successor fails to qualify within 7 days after receiving notification of the election, the incumbent shall be deemed removed and the office vacant.

SECTION 8. Ballots used in a recall election shall submit the following propositions in the order indicated:

For the recall of (name of officer)

Against the recall of (name of officer).

There shall be an appropriate place for the voters to vote for either proposition. Under the propositions shall appear the word "Candidates", the directions to voters required by section 42 of chapter 54 of the General Laws, and beneath this the names of candidates nominated as provided in this act. If the majority of the votes cast upon the question of recall is in the affirmative, the candidate receiving the highest number of votes shall be declared elected. If a majority of votes on the question of recall is in the negative, the ballots for candidates shall not be counted.

SECTION 9. A recall petition shall not be filed against an officer of the town until at least 6 months after the officer takes office, or, in the case of an officer subjected to a recall election and not removed thereby, until at least 6 months after the election at which the recall was submitted to the voters.

SECTION 10. A person who was recalled from an office in the town or who resigned from office while recall proceedings were pending against the officer shall not be appointed or elected to any town office within 2 years after removal by recall or resignation.

SECTION 11. This act shall take effect upon its passage.

ARTICLE 22: HOME RULE PETITION RE: DOUBLE POLES - On motion of John Gorecki it was voted by a declared majority to authorize the Board of Selectmen to petition the General Court to enact legislation in substantially the following form, providing that the General Court may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition:

AN ACT authorizing the Town of Carlisle to assess fines for failure to relocate or remove utility poles and wires

Be it enacted in the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. For purposes of this act, a "utility company" shall mean a company, department or other entity that distributes and/ or supplies electricity, telephone, telegraph, gas, communication, cable television services, and/ or other utilities, and shall include the owner of utility wires, cables, attachments, and poles used for such purposes.

SECTION 2. Notwithstanding the provisions of M.G.L. c. 164, § 22, M G.L. c. 164, § 34B, M G.L. c. 166, § 22A, or any other general or special law to the contrary, the Town of Carlisle shall have the authority to assess fines to any utility company which fails to relocate utility wires, cables and attachments which it is responsible or otherwise required or authorized to relocate to an adjacent or nearby pole within twenty-one (21) days of the date on which said relocation is practical as defined in this act, in an amount not to exceed the sum of two hundred fifty dollars (\$250.00) per location per day after the twenty-first (21st) day, and one thousand dollars (\$1,000.00) per location per day after the sixtieth (60th) day.

SECTION 3. For purposes of this act, the relocation of a utility wire, cable or attachment is practical in circumstances in which the wire, cable or attachment is the highest mounted wire, cable or attachment on a pole, a replacement pole or conduit has been installed at a nearby location, no lighting or other fixture impedes the relocation, and any permits, grants of location or other approvals necessary for such relocation have been provided.

SECTION 4. Notwithstanding the provisions of M.G.L. c. 164, § 34B, or any other general or special law to the contrary, the Town of Carlisle shall have the authority to assess fines to any utility company which fails to remove a utility pole which it is responsible or otherwise required or authorized to remove as part of a relocation within ninety (90) days of the date on which said relocation is practical as defined in this act, in an amount not to exceed the sum of two hundred fifty dollars (\$250.00) per location per day after the twenty-first (21st) day, and one thousand dollars (\$1,000.00) per location per day after the sixtieth (60th) day.

SECTION 5. For purposes of this act, removal of a utility pole is practical in circumstances in which all wires, cables and attachments have been removed from the pole and/ or relocated to one (1) or more adjacent utility poles or locations, and any permits, grants of location or other approvals necessary for such relocation have been provided.

SECTION 6. Notwithstanding the provisions of M.G.L. c. 164, § 34B, or any other general or special law to the contrary, the town of Carlisle shall have the authority to assess fines to any utility company which fails to initiate the installation of a new utility pole which it is responsible or otherwise required or authorized to install within ninety (90) days of the date on which said installation is requested or ordered by the town as defined in this act, in an amount not to exceed the sum of two hundred fifty dollars (\$250.00) per location per day after the ninetieth (90th) day, and one thousand dollars (\$1,000.00) per location per day after the one hundred and twentieth (20th) day.

SECTION 7. For purposes of this act, installation of a new utility pole is practical in circumstances where the company responsible for installing pole has been formally requested or ordered to do so by the town of Carlisle or its authorized representative for reasons of compliance with the Americans With Disabilities Act, the Massachusetts Architectural Access Board, other applicable state or federal law or regulation, the requirements of a roadway project, or compliance

with town of Carlisle policy, and for which any permits, grants of location or other approvals necessary for such installation have been provided.

SECTION 8. Notwithstanding the provisions of M.G.L. c. 164, § 22.. MG.L. c. 164, § 34B, or any other general or special law to the contrary, the town of Carlisle shall have the authority to assess fines to any utility company which fails to remove or fully secure a utility wire, cable or attachment under its ownership or authority that has been disconnected from a customer location and which remains attached to a utility pole or an adjoining fixture within twenty one (21) days of the date on service has been discontinued, in an amount not to exceed the sum of two hundred fifty dollars (\$250) per location per day after the twenty-first day, and one thousand dollars (\$1,000) per location per day after the sixtieth day.

SECTION 9. For purposes of this act, removal or securing of a utility wire, cable or attachment is practical in circumstances in which the service has been discontinued from a customer location, and the wire, cable or attachment has been disconnected from the customer location, and remains attached to, but is not fully secured to a utility pole or fixtures attached thereto.

SECTION 10. A utility company may request an exemption from provisions of this act, which may be granted only following a duly posted public meeting of the Carlisle Board of Selectmen, who shall have sole authority to grant such exemption.

SECTION 11. Fines that are collected in accordance with this act shall be issued by the Carlisle Board of Selectmen or their designee, and shall deposit in the Town of Carlisle general fund, or in a fund lawfully established for the improvement of public ways. The issuance of a fine shall not preclude the Town of Carlisle from seeking or obtaining any or all other legal and equitable remedies to prevent or remove a violation of this act. The fines set forth herein may be annually revised by the Carlisle Board of Selectmen.

SECTION 12. This act shall take effect upon its passage.

ARTICLE 23: GENERAL BYLAW AMENDMENT – NOISE CONTROL (Impact Devices) - On motion of John Gorecki it was voted by a declared 2/3 majority that the town will amend the General Bylaws of the Town of Carlisle by:

1. Adding a new Article XVI, to read as follows:

ARTICLE XVI

16. NOISE CONTROL

16.1 Purpose.

Whereas excessive noise may be a serious hazard to the public health and welfare, safety, and the quality of life; and whereas a substantial body of science and technology exists by which excessive noise may be substantially abated; and whereas the people have a right to and should be ensured an environment free from excessive noise that

may jeopardize their health or welfare or safety or degrade the quality of life; now, therefore, it is the policy of the Town of Carlisle to limit excessive noise, as more specifically provided for herein, which may jeopardize the health and welfare or safety of its citizens or degrade the quality of life.

16.2 Ledge Removal

16.2.1. The use of impact devices (including but not limited to hoe rams, rock drills, pile drivers, and rock crushing devices) to remove ledge and subsurface rock causes construction noise of significant intensity and duration. Notwithstanding any other provision of the Town's General Bylaws, no impact devices shall be used to remove ledge or subsurface rock without a license issued by the Building Commissioner. This provision shall not apply in cases where:

16.2.1.1 Ledge removal is specifically addressed in a zoning or subdivision authorization applicable to a particular property; or

16.2.1.2 Where all site work requiring the use of impact devices on a particular building lot is concluded within two calendar days, and the use of impact devices does not resume at any point thereafter.

16.2.2 Requirements for review by the Building Commissioner

Any person who desires to receive a license from the Building Commissioner pursuant to this subsection shall submit a written application for such license. The application shall address each of the following:

16.2.2.1 The extent of ledge and rock removal, rock crushing and/or drilling necessary during site development (volume, characteristics and location);

16.2.2.2 The expected duration (number of days and hours per day) of the operation of Impact Devices;

16.2.2.3 A cross section of the material to be excavated;

16.2.2.4 A narrative statement of alternate methods of ledge removal at the site, including blasting, and a description of why such alternate methods have not been employed;

16.2.2.5 A Noise Control Plan documenting all proposed mitigating measures to minimize the generation of noise;

16.2.2.6 Written certification from a qualified engineer, contractor or consultant that the engines of all equipment used in ledge and rock removal have working mufflers and/or other noise control features that are equal to or better than the original manufacturer's product;

16.2.2.7 Written certification from a qualified engineer, contractor or consultant that industry best practices for noise avoidance and abatement are being utilized to the greatest extent feasible; and

16.2.2.8 A calendar of activities for all planned use of impact devices, and the trucking route and type(s) of vehicle to be used on any street for the transfer of material to be removed.

16.2.3 Action on Application

Within thirty (30) days of receipt of a complete application under section 16.2.1, the Building Commissioner shall issue a license authorizing the use of impact devices consistent with the application materials presented. Such license may include reasonable conditions relating to the days and hours of operation of impact devices.

Failure to file a complete application in accordance with section 16.2.2 shall be grounds for denial.

16.2.4 Filing of License

A copy of the license must be on file with the Chief of Police and the Town Clerk prior to the beginning of the proposed work.

2. Inserting in Section 1.4.2, between the existing lines stating “Junk \$50.00” and “Conservation Commission—The enforcing persons shall include the Conservation Commission by an affirmative vote of a majority of its members”, a new line to read as follows: “Noise Control \$300.00”

Or to take any other action in relation thereto.

ARTICLE 24: GENERAL BYLAW AMENDMENT – NOISE CONTROL (Power Equipment) - This article failed to pass.

ARTICLE 25: GENERAL BYLAW AMENDMENT – NOISE CONTROL (Roosters)
- On motion of John Gorecki it was voted by a declared two-thirds majority that the Town amend the General Bylaws of the Town of Carlisle by inserting at the conclusion of Article XVI, adopted by Town Meeting under **Articles __ and __ of the Warrant**, as applicable, a new subsection to read as follows, with all section references to be inserted so as to follow sequentially after the previously-adopted provisions of Article XVI:

Roosters

1 This subsection **__.** shall not apply to property that is used for the primary purpose of commercial agriculture and (a) contains five or more acres or (b) contains between two and five acres where the sale of products produced from the agricultural use generates at least \$1,000 per acre annually based on gross sales dollars.

- 2 No person shall own or keep a rooster which, by crowing or by any other noise that is plainly audible from an abutting or nearby residential property between the hours of 9 (nine) P.M. and 7 (seven) A.M., unreasonably disturbs the peace and quiet of any other person.
- 3 Upon receipt of a complaint under this subsection . .3, the police department shall conduct an investigation. Upon a determination that a violation of subsection . .2 exists, the police department shall deliver to the keeper of the rooster notice of the violation, along with an informational brochure, to be prepared and published by the Town of Carlisle's Agricultural Commission, discussing best practices for the keeping of roosters and outlining various methods for abating the noise impacts associated therewith. Upon delivery of such brochure, enforcement under this subsection . .3 shall be stayed for a period of three (3) weeks for the purpose of allowing the keeper of the rooster the opportunity to take remedial measures in response to the complaint.

At least three (3) weeks after the delivery of the brochure, the police department shall renew its action on the complaint and shall impose non-criminal dispositions under Article I, Section 1 of the General Bylaws where the violation of subsection . .2 remains ongoing.

or to take any other action in relation thereto.

ARTICLE 26: ZONING AMENDMENT – SITE PLAN REVIEW - On motion of Peter Gambino it was voted by declared two-thirds majority that the Town amend the Carlisle Zoning Bylaws by deleting Section 7.6 in its entirety and inserting in place thereof the following (which includes approved changes made on the floor of Town Meeting by Larry Bearfield of 1127 North Road):

7.6 Site Plan Review

- 7.6.1 For the purpose of administering the provisions of the bylaw relating to non-residential and certain other uses in all districts, not including a senior residential open space community as allowed under Section 5.7 of these bylaws, personal wireless communication facilities as allowed under Section 5.9 of these bylaws, accessory apartments as allowed under Section 5.6 of these bylaws and accessory uses permitted in General Residence Districts under Section 3.2.1.11 of these bylaws, and to ensure the most advantageous use of all properties within the same district and for the reasonable protection of the legitimate interests of adjoining property owners, site plan approval shall be required prior to the:
 - 7.6.1.1 Construction of a new building or structure, the principal use of which is non-residential;
 - 7.6.1.3 Construction of an addition to or alteration of any existing building, the principal use of which is non-residential;
 - 7.6.1.3 Establishment of a principal non-residential use in an existing building not theretofore used for such purposes;

- 7.6.1.4 Establishment of a more intensive non-residential use on the site of a previous non-residential use, including, but not limited to, the establishment of or alteration to any parking, loading or vehicular access, or the increase in number of employees at the site or proposed pedestrian traffic to and from the site;
 - 7.6.1.5 Construction of a new building or structure, or an addition or alteration of any existing building or structure, for use as multifamily housing; or
 - 7.6.1.6 Construction or alteration of a municipal parking, cultural, recreational, water supply or protective use pursuant to this Section 7.6 in addition to any special permits or other approvals required under these bylaws.
- 7.6.2 No building permit shall be issued for the purposes described in Section 7.6.1.1 through 7.6.1.6 unless a site plan has been submitted and approved by the Planning Board as provided in this Section 7.6.

Any person desiring approval of a site plan shall submit an application for such containing the information set forth herein or in the Rules and Regulations governing the Site Plan Review (“Rules and Regulations”) to the Planning Board. The Planning Board shall not take final action on such plan until it has held a public hearing thereon within sixty-five (65) days from the date of filing of such application in accordance with the provisions of Section 11 of Chapter 40A of the General Laws. The Rules and Regulations shall, among other things, provide that the Planning Board will seek input from other Town boards, committees and departments

concerning the application, including, but not limited to the Board of Selectmen, Board of Appeals, Fire Department, Police Department, Department of Public Works, Conservation Commission, Board of Health and any other Town board or committee.

Failure of the Planning Board to take final action on such site plan review application within sixty (60) days following the close of the public hearing shall be deemed to be an approval thereof and it shall forthwith make an endorsement to this effect on such plan, and on its failure to do so the Town Clerk shall issue a certificate to the same effect.

- 7.6.3 In considering a site plan the Planning Board shall assure to a degree consistent with a reasonable use of the site for the purpose permitted either by the regulations of the district in which it is located or by special permit:
- 7.6.3.1 Compliance with all provisions of the zoning bylaw;
 - 7.6.3.2 Protection of adjoining premises against detrimental or offensive use of the site;
 - 7.6.3.3 Convenience and safety of vehicular and pedestrian movement on the site and in relation to adjacent streets, property or improvements and for the location of driveway openings in relation to street traffic;

- 7.6.3.4 Adequacy as to the arrangement and the number of parking and loading spaces in relation to the proposed uses of the premises;
 - 7.6.3.5 Adequacy as to the arrangement of proposed buildings, structures, free-standing signs, siting, screening and landscaping;
 - 7.6.3.6 Adequacy of the methods on the site for sewage, refuse and other waste disposal, and for surface and sub-surface drainage;
 - 7.6.3.7 Protection of the Town's resources, including the effect on public or private water supply and groundwater resources;
 - 7.6.3.8 Protection of the public health and safety, and maintenance of ways against extraordinary wear or damage that may be caused by construction operations, as well as minimization of the impact of construction operations on the quality of daily life in the Town; and may impose such appropriate conditions, limitations and requirements as will insure compliance with the terms of the Planning Board's approval.
- 7.6.13 The Planning Board shall promulgate or amend Rules and Regulations which pertain to the contents of the site plan approval process, which Rules and Regulations shall be consistent with this Section 7.6 of the Zoning Bylaw.
- 7.6.14 Any applicant seeking site plan approval shall submit an Application pursuant to this Section and the Rules and Regulations and pay such fees as shall be determined by the Planning Board to cover any expenses connected with a public hearing and review of the application, including, but not limited to, the costs of any engineering or planning consulting services necessary for review purposes, as set forth in the Board's Rules and Regulations pertaining thereto.
- 7.6.15 In applications for which a special permit pursuant to Section 7.2 must be obtained in addition to site plan approval, the applicant must obtain and file such special permit with the application for site plan review pursuant to this Section 7.6.
- 7.6.16 A copy of the decision bearing the approval of the Planning Board shall be filed in the office of the Town Clerk within fifteen (15) days after the after the approval of said site plan.
- 7.6.17 The Planning Board shall have power to modify or amend its approval of a site plan on petition of the applicant or his assigns, or upon its own motion if such power is reserved in the original approval. All of the provisions of this Section 7.6 applicable to approval shall, where appropriate, be applicable to such modification or amendment.
- 7.6.18 Site plan approval shall lapse if construction or in the case of a change or intensification in use, the substantial use thereof, is not commenced within two (2) years from the date of approval. An extension may be granted by the Planning Board for good cause. The Planning Board may include as a condition of approval an outside date for substantial completion of construction.

- 7.6.18.1 Any appeal of an approval or condition of approval of a site plan by the Planning Board shall be made in accordance with M.G. L., Ch. 40A, S.17.

ARTICLE 27: Municipal Electricity Aggregation - On motion of Claude von Roesgen it was voted by a declared majority that the Town will initiate the process to aggregate electrical load, pursuant to M.G.L. c. 164, § 134 and further, to adopt the following resolution:

Whereas, the Commonwealth of Massachusetts is engaged in a process to establish a competitive market place through deregulation and restructuring of the electric utility industry;

Whereas, citizens of Carlisle have a substantial economic and social interest at stake, and;

Whereas the Town of Carlisle hereby finds that it may be in the interest of the electric ratepayers, both residential and commercial/industrial, to enter into an aggregation agreement,

Be it therefore resolved that the Town of Carlisle hereby:

Publicly declares its intent to become an aggregator of electric power on behalf of its residential and business communities, and;

Will negotiate and enter into a contract for power supply independently. If such a contract is affected, individual consumers would retain the option not to participate and to choose any alternatives they desire, or act in relation thereto.

ARTICLE 28: ZONING AMENDMENT – SOLAR FACILITY OVERLAY DISTRICT
- The vote was counted and failed due to lack of the required two-third's majority vote.

ARTICLE 29: ZONING AMENDMENT – Section 5.6, Accessory Apartments - This article failed to reach a declared two thirds majority vote.

ARTICLE 30: EXPAND MISSION OF ENERGY TASK FORCE: - THIS ARTICLE WAS WITHDRAWN.

ANNUAL TOWN ELECTION MAY 17, 2016

The Annual Town Election was held in said Carlisle on May 17, 2016. The ballot box was opened, examined and locked and the keys were given to the Police Officer on duty.

The polls were declared open at 7:00 AM by the Election Warden, Cindy Nock, who also closed the polls at 8:00 PM. There were 302 ballots cast of which 2 were absentee ballots. After the ballots were counted and the vote recorded, the following results were announced:

Moderator – One for One Year

Wayne H. Davis	739 Concord Street	273
Heidi Harring	322 West Street	1
Gretchen Anderegg	871 Bedford Road	1
Blank		27
Total		302

Board of Selectmen - One for Three Years

Luke R. Ascolillo	84 Craigie Circle 262	
Blank		40
Total		302

Board of Selectmen - One for One Year

Dale Joachim	998 Bedford Road	97
William S. Risso	155 Rockland Road	174
Edwin Misek	70 Orchard Acres	1
Clive Jacques	183 Indian Hill	1
Blank		29
Total		302

Board of Assessors – One for Three Years

James C. Marchant, Jr.	304 Russell Street	257
Blank		45
Total		302

Board of Assessors – One for One Year

David R. Boardman	180 Russell Street	247
Blank		55
Total		302

Board of Health – Two for Three Years

Catherine J. Galligan	224 South Street	256
Todd Chadwick Brady	211 Cross Street	240
Blank		108
Total		604

Housing Authority - One for Five Years

Barbara J. Bjornson	38 Prospect Street	239
Wayne Davis	739 Concord Street	1

Blank	62
Total	302

Library Trustee - One for Three Years

Priscilla S. Stevens	871 Maple Street	260
Blank		42
Total		302

Planning Board - Three for Three Years

Edward G. Rolfe	916 Maple Lane	255
Jason M. Walsh	106 Robbins Drive	238
Edwin Misek	70 Orchard Acres	57
Madeline Blake	127 Carleton Road	1
Vanessa Moroney	128 Bedford Road	1
Clive Jacques	183 Indian Hill	1
Charlene M. Hinton	684 East Street	1
Dale Joachim	998 Bedford Road	1
Blank		62
Total		906

School Committee – Two for Three Years

Joshua Kablotsky	69 Nickles Lane	238
Mary Storrs	94 Brook Street	250
Melynda Gambino	280 Stoney Gate	1
Edwin Misek	70 Orchard Acres	1
Blank		114
Total		604

DEBT EXCLUSION QUESTION

M.G.L. c. 59, § 21C (k)

Question 1: Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the Town of Carlisle's apportioned share of a bond to be issued by the Concord-Carlisle Regional School District to pay for landfill remediation for the District?

YES 175 NO 89 BLANK 38

STATE PRIMARY ELECTION SEPTEMBER 8, 2016

The State Primary Election was held at the Town Hall on Tuesday, September 8, 2016. The ballot box was examined and locked and the keys delivered to the Police Officer on duty.

The polls were declared open at 7:00 AM by the Warden of Elections, Kathy Devivo-Ash and were closed at 8:00 PM by the Warden of Elections Kate Reid. There were 163 Democratic ballots cast, 52 Republican ballots cast and 5 Green-Rainbow ballots cast. There were no United Independent ballots cast. After the ballots were counted and the vote recorded the following results were announced at 10:14 PM:

DEMOCRATIC PARTY BALLOT

Representative In Congress

Nicola S. Tsongas	153
Blanks	10
Total	163

Councillor

Marilyn M. Petitto Devaney	48
Peter Georgiou	46
William Bishop Humphrey	45
Blanks	24
Total	163

Senator in General Court

Michael J. Barrett	149
Blanks	14
Total	163

Representative in General Court

Cory Atkins	146
Blanks	17
Total	163

Sheriff

Peter J. Koutoujian	126
Barry S. Kelleher	17
Blanks	20
Total	163

GREEN-RAINBOW PARTY BALLOT

Representative in Congress

Blanks	3
Total	3

Councilor

Blanks	3
Totals	3

Senator in General Court

Blanks	3
Total	3

Representative in General Court

Daniel L. Factor	3
Blanks	0
Total	3

Sheriff

Blanks	3
Total	3

REPUBLICAN PARTY BALLOT**Representative in Congress**

Ann Wofford	50
Jon Golnik	1
Blanks	1
Total	52

Councilor

Blanks	52
Total	52

Senator in General Court

Sandi Martinez	1
Blanks	51
Total	52

Representative in General Court

Helen Brady	48
Blanks	3
Total	52

Sheriff

Angelo La Civita	13
David Chaffin	1
Blanks	38
Total	52

UNITED INDEPENDENT PARTY**Representative in Congress**

Blanks	0
Total	0

Councilor

Blanks	0
Total	0

Senator in General Court

Blanks	0
Total	0

Representative in General Court

Blanks	0
Total	0

Sheriff

Blanks	0
Total	0

SPECIAL TOWN ELECTION SEPTEMBER 20, 2016

The Special Town Election to elect a new member of the Board of Selectmen following the resignation of E. Lyn Lemaire was held at the Town Hall on Tuesday, September 20, 2016. The ballot box was examined and locked and the keys delivered to the Police Officer on duty. The polls were declared open at 7:00 AM by the Warden of Elections, Kathy Devivo-Ash and were closed at 8:00 PM by the Warden of Elections Kate Reid. There were 197 ballots cast of which 5 were absentee ballots. After the ballots were counted and the vote recorded the following results were announced at 9:05 PM:

Board of Selectmen — One for One Year:		
Kerry W. Kissinger	207 Elizabeth Ridge Road	178
Barbara Lewis	282 East Riding Drive	1
David Lewis	282 East Riding Drive	2
Blanks		16
Total		197

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT-WIDE SPECIAL ELECTION SEPTEMBER 20, 2016

The Minuteman Regional Vocational Technical School Special Election was held September 20, 2016, at the Town Hall Building at 66 Westford Street in said Carlisle. The ballot box was examined and locked and the keys delivered to the police officer on duty.

The polls were opened at 12:00 PM by the Warden, Kathy Devivo-Ash, and were closed at 8:00 PM by the Warden, Kate Reid. A total of 191 votes were cast of which 2 were absentee ballots. After the ballots were counted and the vote recorded, the following results were announced at 8:46 PM:

Do you approve of the vote of the Regional School District School Committee of the Minuteman Regional Vocational Technical School District on September 20, 2016, to authorize the borrowing of \$144,922,478 to pay costs of constructing a new district school, which vote provides, in relevant part, as follows:

VOTED: That the Minuteman Regional Vocational Technical School District (the “District”) hereby appropriates the amount of \$144,922,478 for the purpose of paying costs of designing, constructing and originally equipping a new district school, to be located at 758 Marrett Road, Lexington, Massachusetts, and for the payment of all other costs incidental and related thereto (the “Project”), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which

the District may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended at the direction of the School Building Committee. To meet this appropriation the District is authorized to borrow said amount , under and pursuant to Chapter 71, Section 16(n) of the General Laws and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (i) forty-four and three quarters percent (44.75%) of eligible, approved Project costs, as determined by the MSBA, and (ii) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

YES 87 NO 101 BLANKS 3

STATE ELECTION TUESDAY, NOVEMBER 8, 2016

The State Election was held November 8, 2016, at the Town Hall Building at 66 Westford Street in said Carlisle. The ballot box was examined and locked and the keys delivered to the police officer on duty.

The polls were opened at 6:00 AM by the Warden, Kathleen Devivo-Ash, and were closed at 8:00 PM by the Warden, Cindy Nock. A total of 3,391 votes were cast of which 362 were absentee ballots, 43 were overseas Absentee Ballots, and 1,777 were Early Voting Ballots. After the ballots were counted and the vote recorded, the following results were announced:

PRES/V PRES

CLINTON & KAINE	2302
JOHNSON & WELD	192
STEIN & BARAKA	43
TRUMP & PENCE	732
BLANKS	55
MCMULLIN	31
OTHER	36
TOTAL	3391

REPRESENTATIVE IN CONGRESS THIRD DISTRICT

NICOLA S. TSONGAS	2317
ANN WOFFORD	975
OTHER	9
BLANKS	90
TOTAL	3391

COUNCILLOR THIRD DISTRICT

MARILYN M. PETTITTO DEVANEY	2434
BLANK	950
BRADY, HELEN	2
OTHER	5
TOTAL	3391

**SENATOR IN GENERAL COURT 3rd
MIDDLESEX DISTRICT**

MICHAEL J. BARRETT	2513
BLANKS	868
BRADY, HELEN	2
WELD, WILLIAM	3
OTHER	5
TOTAL	3391

**REPRESENTATIVE IN GENERAL COURT –
14 MIDDLESEX DISTRICT**

CORY ATKINS	1830
HELEN BRADY	1353
DANIEL L. FACTOR	114
BLANKS	94
TOTAL	3391

SHERIFF

PETER J. KOUTOUJIAN	2503
BLANK	882
BRADY, HELEN	1
OTHER	5
TOTAL	3391

BALLOT QUESTION # __1__

YES	627
NO	2669
BLANKS	95

BALLOT QUESTION # __1__

3391

BALLOT QUESTION # __2__

YES	1620
NO	1684
BLANKS	87

BALLOT QUESTION # __2__

3391

BALLOT QUESTION # __3__

YES	2603
NO	699
BLANKS	89

BALLOT QUESTION # __3__

3391

BALLOT QUESTION # __4__	
YES	1720
NO	1556
BLANKS	115
BALLOT QUESTION # __4__	3391
TOTAL EARLY VOTERS	1777
TOTAL WALK IN AND ABSENTEE VOTERS	1614
TOTAL VOTERS PARTICIPATING IN THIS ELECTION	3391
TOTAL REGISTERED VOTERS	3911
PERCENTAGE TURNOUT	86.70%

BOARD OF SELECTMEN

The Carlisle Board of Selectmen is pleased to submit this summary of the status of the Town's affairs for the year ending December 31, 2016. Overall, we are pleased to report that the affairs of the Town are in good order and we find ourselves in a healthy and stable financial position. Carlisle continues to be a place of uncommon beauty and a wonderful place to live and raise a family. Our approach to the management of Carlisle's government affairs is guided by four core principles:

- 1) The provision of excellent education for our citizens;
- 2) The protection of our unique physical environment;
- 3) The preservation of small town community values; and
- 4) Fiscal responsibility.

In today's world it is paramount to address the balance of our citizens' desires to maintain and enhance the services they have come to expect with the reasonableness of what they are able to pay to fund these services. We see it as our responsibility to put before them budgets and proposals that reinforce the core values outlined above within a realistic financial framework. Ultimately, through the Town Meeting system, the citizens themselves make the decisions. Carlisle is fortunate to have an informed and involved citizenry who regularly make sound choices regarding town affairs.

Financial Status

Financially the town is in solid shape. For the Fiscal year ending June 30, 2016, the town received a clean audit report and a management letter outlining a modest number of non-critical issues we are working to address. Revenues from all sources for the year were approximately \$27.6 million and expenses were \$27.2 million. Certified free cash reserves were approximately \$2.4 million and the Stabilization Fund was approximately \$1.2 million. Total general fund unassigned fund balances as a percentage of total general fund revenues and other financing sources was approximately 12.8%, which is quite healthy. Our bond rating is Aa1 which is effectively the highest possible given the size of the town. One item of note is that the bond obligations are rising significantly given expenditures on the new facility at the High School. As of June 30, 2016 the town had approximately \$13.1 million in long term debt, not including the Town's debt service obligations for the Concord-Carlisle Regional School District school construction.

For this current year (FY17) which will end on June 30, 2017, Town Meeting in May approved a budget of \$28.2 million in revenues and expenses. Within this budget \$400,000 of free cash was used to mitigate what would have been a sharp rise in debt service expenses and to keep the tax increase reasonable. Actually, revenue projected to be generated from the property tax (including new growth) rose by 2.26%. We also currently have excess levy capacity of almost \$1.6 million.

Highlights from 2016

- In February of 2016 Town Meeting voted:

- To withdraw from the Minuteman Regional School District.
 - To repurpose a \$150,000 appropriation for a new communications tower to a Public Safety Communications System design which will be presented at Town Meeting in May of 2017.
 - To purchase an \$870,000 conservation restriction on the Sorli property on Westford Road, demonstrating the town's dedication of preserving open space.
- The High School Building project was completed on schedule and budget.
 - A nine bedroom group home project, owned by TILL, on the Goff property was completed which provides an additional nine units of affordable housing in Carlisle.
 - Several committees were created to focus in key areas; a Dog Committee to consider a leash law, a Deer Committee to consider allowing deer hunting on town owned lands to reduce the deer population and, a Facilities Committee to develop and manage a long-term plan for maintaining the town's buildings.
 - Working with the Energy Committee the town was awarded a grant of approximately \$200,000 to conserve energy. Projects Included installing LED lights and various heat and water saving measures.
 - Finance Director Larry Barton and Executive Assistant Margaret Arena retired. We thank them both for their many years of service to the town.
 - John Gorecki left the Board at the end of his term. Luke Ascolillo was elected to the Board during the annual election filling this vacancy.
 - Vanessa Maroney resigned from the Board effective the date of the 2016 election. Bill Risso was elected during the annual election to fill her vacancy.
 - Lyn Lemaire resigned from the Board in June 2016. To fill this vacancy, a special election was held in September. Kerry Kissinger was elected to serve the remainder of Ms. Lemaire's term.

Current Selectmen Core Initiatives

The Selectmen annually participate in an internal planning process to develop Goals that guide our activities. While this is a comprehensive list and involves detail, the following are high level categories of the initiatives developed for FY17.

- Sustainable Budget
- Excellent Schools
- Excellence in Public Safety and Citizen Services
- Environment and Infrastructure
- Effective Communication, Leadership and Staff Development

Significant Challenges

While the town's affairs are generally in good shape, there are a number of significant challenges that we face.

- The 40B Affordable Housing law could generate development activity that could threaten our natural resources, including our water supply. During 2016, one such 40B

comprehensive application continued to be handled by the Zoning Board of Appeals for a proposed development on Long Ridge Road. This process continues and litigation is still pending.

- As do all towns, Carlisle has substantial unfunded liabilities regarding benefits for retired employees, which currently is valued at approximately \$11.8 million. In 2014 we began the process of funding this liability by establishing a trust fund and depositing an initial \$250,000. In 2015 and 2016 we also made this deposit. Maintaining, and working to increase, the funding to address this liability will take diligence as the liability continues to grow at a faster rate than our contributions.
- We are currently servicing the debt of two large capital projects, the Carlisle Public School building and the new Concord-Carlisle high school building. A few potential upcoming projects the Town will be considering in future years are; safety communications system, community center, space issues at both the police and fire departments, facilities repairs, dam repairs, and the future of the cranberry bog. All of these will put a strain on the taxpayer.

Appreciation

The Selectmen would like to express our deep appreciation to the Board's dedicated professional staff, Town Administrator Tim Goddard and Executive Assistant Jennifer Gibbons. Their support is invaluable.

We would also like to express our admiration and appreciation to all of our dedicated town employees who do such a wonderful job providing the services for all of us. We are fortunate to have such a wonderful group of employees.

Finally, our town would not function without the involvement and expertise of so many town volunteers. The number of people who volunteer their time and effort to the town is truly extraordinary. It is their enthusiasm, energy and talent that allow us to plan and manage the programs that make our town so special.

Respectfully submitted,

Nathan Brown, Chair
Luke Ascolillo
Bill Risso
Claude von Roesgen
Kerry Kissinger

TOWN COUNSEL

The role of Town Counsel is to provide information about what the law requires, to advise Town officials and boards concerning the law, to protect the legal interests of the Town in the conduct of its affairs, and to represent the Town in judicial and administrative proceedings. This involves the preparation of legal memoranda and the negotiation, drafting or review of protocols, memoranda of understanding or other types of agreements and contracts. In addition, Town Counsel answers questions on topics such as procurement, contracts, insurance, land use, environmental law, wetlands protection, municipal finance, construction law, employment, open meeting and public records requirements, and ethics.

The pending litigation involving the Town includes:

Lifetime Green Homes, LLC v. Carlisle Zoning Board of Appeals, Housing Appeals Committee No. 2015-04. In its decision filed with the Town Clerk on August 12, 2015, the Zoning Board of Appeals conditionally approved the proposed 20-unit “40B” development at 100 Long Ridge Road. This case is the applicant’s appeal of the comprehensive permit pursuant to M.G.L. c.40B, §§20-23.

Michael G. Hanauer et al. v. Carlisle Zoning Board of Appeals, Massachusetts Land Court 15-MISC-000326 (GHP). In its decision filed with the Town Clerk on August 12, 2015, the Zoning Board of Appeals conditionally approved the proposed 20-unit “40B” development at 100 Long Ridge Road. This case is the appeal filed by abutters Michael G. Hanauer, David A. Ringheiser and Colin J. Higgins, Trustee of the Suffolk Land Realty Trust, pursuant to M.G.L. c.40A, §17.

NOAH v. Board of Assessors, Appellate Tax Board Docket No. F330766. The petitioner is the owner of a 26-unit affordable apartment building for low and moderate income seniors. It applied for a property tax abatement for Fiscal Year 2016. The abatement was denied and the owner has appealed to the Appellate Tax Board.

We believe that each matter that comes before Town Counsel deserves careful thought, and we strive to provide the Town with specific, direct and responsive representation. Our efforts on behalf of the Town have benefited from the participation of numerous Town officials and private citizens. We thank the Board of Selectmen, the Town Administrator, and all other Town officials and citizens for their cooperation and assistance.

Respectfully,
Thomas J. Harrington
Miyares and Harrington LLP
Town Counsel

TOWN ACCOUNTANT

FISCAL YEAR 2016

GENERAL FUND TREASURER'S RECEIPTS

Taxes (net of refunds)

Personal Property/Real Estate	24,728,091	
Tax Title	4,206	
Motor Vehicle Excises	943,401	
Penalties & Interest - Property Tax	46,422	
Penalties & Interest - Excises	<u>9,547</u>	\$25,731,667

Fees

Planning Board	6,200	
Town Clerk	2,564	
Dogs	6,930	
Conscom	13,066	
Board of Appeals	1,400	
Selectmen	1,835	
Board of Health	994	
Assessors	2,700	
Recreation	<u>34,910</u>	\$70,599

Other Charges

Recycle	8,624	
Lien Certificates	4,050	
Field Driver	125	
Other	<u>1,045</u>	\$13,844

Other Departments

Police Reports	210	
Police Special Detail	15,172	
FY15 School Accual Not Used	122	
Medicaid AAC	<u>5,728</u>	\$21,232

Licenses & Permits

Building Permits	62,156	
Wiring Permits	14,275	
Fire Alarm Permits	8,550	
Plumbing Permits	5,940	
Septic Licenses	5,375	
Gas Permits	3,447	
Gun Permits	1,100	
Marriage Licenses	<u>550</u>	\$101,393

Revenues from the State

Additional Assistance	202,226	
State Owned Land	151,712	
Chapter 70	875,115	
Abatements to Elderly	1,840	
Abatements to Veterans	2,838	
Veterans Benefits Reimbursement	<u>3,809</u>	\$1,237,540

Revenues from Other Governments

Court Fines/Other Fines	6,193	
FEMA Reimbursement	35,751	
Payments in Lieu of Taxes	<u>7,303</u>	

		\$49,247
Special Assessments		
	Burials	<u>2,700</u>
		\$2,700
Library		
	Fines & Fees	<u>1,569</u>
		\$1,569
Investments		
	Treasurer's Interest	<u>12,694</u>
		\$12,694
Other Miscellaneous Revenue		
	Nstar Details Repaid (FY12)	5,159
	Solar Renewable Energy Credits (SREC)	10,533
	Sale of Equipment	3,073
	Net Proceeds from Foreclosure	3,021
	HRA Reimbursement	2,319
	Foreclosure Expenses Reclaimed	2,585
	Legal Escrow Released	<u>2,459</u>
		<u>\$29,149</u>
	Subtotal	\$27,271,634
Transfers (Net)		132,574
Cash Balance July 1, 2015		6,539,009
Warrants Payable FY 16		<u>506,818</u>
		<u>\$7,178,401</u>
	Total Receipts	<u><u>\$34,450,035</u></u>

TREASURER'S EXPENDITURES

GENERAL GOVERNMENT

Town Counsel

Legal	<u>152,025</u>
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			\$152,025
Historical Commission			
	Wages, Part-Time	4,899	
	Expenses	<u>1,823</u>	\$6,722
Board of Appeals			
	Wages, Part -Time	13,537	
	Expenses	<u>6,982</u>	\$20,519
Finance Committee			
	Expenses	<u>176</u>	\$176
Moderator			
	Salary	<u>50</u>	\$50
Selectmen			
	Secretary	50,443	
	Training & Meetings	135	
	Office Supplies	1,269	
	Other Supplies	39	
	Dues & Subscriptions	<u>2,458</u>	\$54,344
Copy Machine			
	Agreements	4,373	
	Supplies	<u>3,398</u>	\$7,771
Town/Fincom Reports/Town Meeting			
	Printing	3,272	
	Expenses	<u>2,114</u>	\$5,386
Flag & Clock Care			
	Wages, Part-Time	<u>1,069</u>	\$1,069

Printing & Postage

Postage	15,680	
Miscellaneous	1,204	
Printing	<u>3,014</u>	\$19,898

Town Administrator

Salary	127,500	
Housing Coordinator	56,215	
Training/Meetings	2,221	
Expenses	1,624	
Telephone	600	
Dues	532	
Insurance Premiums	<u>1,000</u>	\$189,692

Small Capital

Expenses	<u>10,046</u>	\$10,046
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Housing Authority

Expenses	<u>500</u>	\$500
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Town Accountant

Salary	74,163	
Wages, Part-Time	16,696	
Education	950	
Office Supplies	783	
Dues	<u>110</u>	\$92,702

Professional Services

Audit	30,000
Revaluation	10,000

	Prof Fees-GIS Maps Update	4,647	
	Energy Manager	6,250	
	Telecom-Study/Analysis	15,868	
	Fire Department Study	<u>9,995</u>	\$76,760
Assessors			
	Appraiser/Administrator	64,399	
	Elected Officials	300	
	Wages, Full-Time	35,873	
	Computer-License & Support	6,400	
	Supplies	1,932	
	Mileage	615	
	Dues	<u>100</u>	\$109,619
Town Treasurer/Tax Collector			
	Salary	102,742	
	Wages, Part-Time	24,793	
	Equipment Service	1,673	
	Payroll Expense	8,655	
	Process Tax Bills	6,309	
	Bond Expense	1,250	
	Office Supplies	1,068	
	Retention of Records	1,687	
	Dues	<u>100</u>	\$148,277
Tax Title Foreclosures			
	Tax Title Foreclosures	<u>4,470</u>	\$4,470

Town Clerk

Elected Official	59,543	
Wages, Part-Time	10,331	
Assistant Town Clerk Stipend	1,200	
Training & Meetings	536	
Office Supplies	<u>460</u>	\$72,070

**Elections &
Registration**

Clerk	100	
Election Wages	8,917	
Registrars	75	
Street Lists/Computer	1,791	
Election Worker Consideration	12	
Election Supplies	<u>221</u>	\$11,116

Conservation Commission

Wages, Part Time	27,541	
Conscom Officer	63,346	
Consulting	585	
Education & Training	510	
Dues	680	
Public Relations	12	
Office Supplies	450	
Repair & Maintenance	790	
Mileage	<u>1,091</u>	\$95,005

Conservation Article

Greenough Dam Design TM0415	<u> </u>
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	3,900	
		\$3,900
Planning Board		
Wages, Part-Time	36,568	
Planner	54,935	
Legal Ads	1,157	
Meeting & Site Visits	161	
Dues & Subscriptions	85	
Office Supplies	394	
		\$93,300
Town Hall		
Custodian/Maintenance	45,504	
Electricity	43,242	
Heat	11,130	
Contracts	44,317	
Water Cooler	620	
Computer Maintenance	30,949	
Telephone	12,981	
Building Maintenance	5,636	
Grounds	1,037	
Supplies	3,916	
Mileage	482	
		\$199,814
Town Hall Article		
Town Tech Capital Projects	1,986	
		\$1,986
TOTAL GENERAL GOVERNMENT		<u><u>\$1,377,217</u></u>
<u>EDUCATION</u>		
District		

Administration

Administrator	166,464	
		\$166,464

School Committee

Secretary	4,000	
Contracted Services	26,331	
Legal Expense	4,800	
Memberships	17,048	
Advertising	2,105	
		\$54,284

School Administration

Salaries	240,152	
Superintendent Insurance	5,523	
Postage	2,305	
Professional Development	11,036	
Office Supplies	2,608	
Memberships	20,485	
Travel	1,876	
		\$283,985

Business Office

Administration	98,429	
Office Supplies	443	
		\$98,872

Regular Education

Salaries - Substitutes	85,119
Office Support	225,344
Classroom Aides	94,411
Technology Support	185,046
Salaries - K-4	1,471,097
Salaries - M.S. (5-8)	

	1,911,508	
Salaries - Physical Education	319,362	
Salaries - Art	210,496	
Salaries - Music	236,083	
Salaries - Media/Technology	139,214	
Salaries - ELL	46,982	
Summer Curriculum	89,050	
Professional Improvement	13,851	
Specialists	65,346	
Early Retirement	130,530	
Contracted Services-Home/Hospital	8,425	
Postage	5,712	
General Supplies	20,493	
Physical Education Supplies	3,507	
Art Supplies	5,879	
Music Supplies	7,083	
ELL Supplies	429	
Professional Development	36,751	
Stipends	<u>52,440</u>	\$5,364,158

**Student
Services/SPED**

Administration	122,985
Special Education Salaries	1,423,469
Clerical	53,448
Aides	281,951
Contracted Services	57,248
Legal Expenses	5,311
Supplies	27,172

	SPED Technology	<u>5,829</u>	\$1,977,413
Texts, Regular Education			
	Texts, Supplies, K-4	10,464	
	Language Arts	16,202	
	Math	21,037	
	Social Studies	1,615	
	Science	31,207	
	Foreign Language	4,732	
	Technology	<u>213,224</u>	\$298,481
School Library			
	Supplies	<u>9,652</u>	\$9,652
School Psychologist			
	Salary	278,197	
	Supplies	<u>4,618</u>	\$282,815
Health Services			
	Nurse Salary	159,109	
	Doctor's Stipend	750	
	Supplies	<u>1,927</u>	\$161,786
Student Activities			
	Transportation	<u>325,937</u>	\$325,937
SPED Transportation			
	Contracted Services	<u>66,054</u>	\$66,054
Education Equipment			

	Education Equipment	<u>48,792</u>	\$48,792
Student Activities			
	Supplies	<u>2,409</u>	\$2,409
Custodial			
	Custodians	439,252	
	Office Supplies	33,155	
	Wastewater Treatment Facility	55,848	
	Waste Disposal	<u>7,776</u>	\$536,031
Heating of Buildings			
	Gas Heat	<u>57,060</u>	\$57,060
Utility Services			
	Electricity	169,019	
	Telephone	12,864	
	Water	<u>7,934</u>	\$189,817
Maintenance of Grounds			
	Grounds	<u>1,273</u>	\$1,273
Maintenance of Buildings			
	Contracted Services	<u>120,005</u>	\$120,005
Maintenance of Equipment			
	Contracted Services	<u>36,708</u>	\$36,708
Tuition to Mass. Schools			
	Tuition	<u></u>	

		356,014	
			\$356,014
School Articles			
	CPS Telephone System TM0407	466	
	Auditorium Seats TM0511	10,125	
	Stage Curtain TM0412	15,000	
	Auditorium Seats TM0413	13,000	
	Annual Maintenance TM0414	746	
	Grant Building Air Conditioning TM0414	11,727	
	Technology Replacement TM0415	80,000	
	Annual Maintenance TM0415	25,000	
	Auditorium Seats TM0415	5,900	
			\$161,964
CCRHS			
	Assessment	7,158,559	
			\$7,158,559
Minuteman Regional			
	Assessment	226,285	
			\$226,285
TOTAL EDUCATION			<u>\$17,984,818</u>

PROTECTION OF PERSONS & PROPERTY

Police Department

Salaries & Wages	1,240,077
Education	11,914
Cruiser Repair	16,002
Fuel/Maintenance	13,353
Uniforms	25,272

	Dues	9,755	
	Administration Expense	4,450	
	Equipment	<u>48,341</u>	\$1,369,164
Police Articles			
	Paint Police Station TM0407	1,874	
	Police-Computer Replace TM0412	22	
	Records Management TM0413	41,827	
	Cruiser Replacement TM0413	3,198	
	Cruiser Replacement TM0414	1,128	
	Cruiser Replacement TM0415	81,895	
	Roofing Replacement TM0415	12,878	
	Computer/Tech Replacement TM0415	<u>4,000</u>	\$146,822
Police Station			
	Electricity	14,854	
	Heat	2,510	
	Repair & Maintenance	26,775	
	Cleaning Supplies	<u>1,018</u>	\$45,157
Fire Department			
	Salaries	97,750	
	Secretarial Wages	8,720	
	Fire Wages	38,965	
	Fire Education & Training	33,179	
	Maintenance Wages	9,932	
	Inspections	16,595	
	Electricity-Station	6,986	
	Heat	2,613	

Radio Repair	5,788	
Telephone	5,681	
Building Repair/Maintenance	19,398	
Equipment Maintenance	8,454	
Water Cisterns Repair	2,171	
Water Cisterns Electricity	2,030	
Vehicles Repairs	37,399	
Gasoline	1,566	
Protective Clothing/Uniforms	26,422	
Dues/Membership	3,279	
Miscellaneous	5,904	
Fire Chief Expenses	1,925	
Additional Equipment	11,484	
Hose	2,201	
Municipal Fire Alarm Maintainance	<u>3,126</u>	\$351,568
Fire Department Articles		
Miscellaneous Building Projects TM0413	427	
Municipal Fire Alarm System TM0413	1,794	
Chest Compression Device TM0414	835	
Misc Maintenance Project TM0415	1,969	
Vehicle Replacement TM0415	<u>38,000</u>	\$43,025
Immunization		
Medical Supplies	<u>96</u>	\$96
Ambulance		
Ambulance Wages	39,867	
EMT-Stipends	38,862	

	EMT-Education & Training	14,006	
	Gas & Oil	1,617	
	Maintenance/Repair	637	
	Medical Supplies	4,792	
	Ambulance Billing Charges	<u>3,507</u>	\$103,288
Building Inspector			
	Secretary	24,304	
	Education	1,014	
	Telephone	555	
	Office Supplies	1,415	
	Mileage	<u>2,891</u>	\$30,179
Dog Officer			
	Wages - Part Time	6,350	
	Expenses	<u>1,511</u>	\$7,861
Animal Control Officer			
	Field Driver, Wages - Part Time	<u>1,327</u>	\$1,327
Communication Department			
	Wages	277,056	
	Service Contracts	9,604	
	Teletype Maintenance	1,330	
	Education	3,151	
	Telephone	3,690	
	Office Supplies	2,947	
	Clothing	355	
	Equipment/Maintenance/Repair	<u></u>	

	31,032	\$329,165
TOTAL PROTECTON OF PERSONS & PROPERTY		<u>\$2,427,652</u>
DEPARTMENT OF PUBLIC WORKS		
DPW Administraton		
Salaries & Wages	572,033	\$572,033
Construction & Maintenance		
Lines	5,841	
Signs	650	
Road Maintenance	66,376	\$72,867
Snow & Ice Removal		
Vehicular Supplies	13,266	
Salt	32,662	
Sand	18,234	
Miscellaneous	9,644	\$73,806
Street Lighting		
Service Contract	18,159	\$18,159
Other Highway		
Electricity	5,481	
Fuel	7,258	
Service Contracts-Trees	500	
Telephone	312	
Gasoline	15,865	

	Maintenance & Supplies	64,350	
	Uniforms	<u>4,410</u>	\$98,176
Transfer Station			
	Wages, Part-Time	61,950	
	Electricity	1,351	
	Dumping	106,128	
	Gasoline	19,108	
	Maintenance/Supplies	<u>34,781</u>	\$223,318
DPW Article			
	Snow Plow Equipment TM0415	<u>20,000</u>	\$20,000
TOTAL DPW			<u>\$1,078,359</u>

HEALTH & SANITATION

Board of Health

	Clerical	9,229	
	Agent	77,901	
	Animal Inspector	1,000	
	Inspections	362	
	Nursing Care	531	
	Flu Clinic	627	
	Rabies Clinic	26	
	Training & Meetings	350	
	Office Supplies	636	
	Mileage	49	
	Dues & Subscriptions	<u>60</u>	\$90,771
BOH Special Articles	BOH-Disease Prevention		

	321	
Water & Sewer Plans	<u>4,785</u>	\$5,106
TOTAL HEALTH & SANITATION		<u><u>\$95,877</u></u>

PUBLIC
ASSISTANCE

**Senior Voucher
Account**

Voucher System	<u>14,542</u>	\$14,542
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Council on Aging Articles

Social Service Counseling	8,024	
Pilot Program-Disabled Resident Transportation	<u>1,570</u>	\$9,594

Council on Aging

Wages	137,084	
COA Van Driver Wages	6,164	
Office Operations	6,022	
Program	7,292	
Transportation	2,941	
Newsletter	<u>1,860</u>	\$161,363

Youth Commission

Wages	1,810	
Custodian	<u>1,062</u>	\$2,872

Veteran's Agent

Wages	1,500	
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	Veteran's Benefits	4,584	
			\$6,084
TOTAL PUBLIC ASSISTANCE			\$194,455

Gleason Library

Wages	396,331	
Automation	26,273	
Training & Meetings	1,040	
Office Supplies	3,803	
Books	31,826	
Teen Books	3,023	
Children's Books	16,200	
Digital	22,448	
Audio	10,916	
Visual	9,624	
Periodicals	6,662	
Additional Equipment	432	
		\$528,578

Library Building

Custodial	31,555	
Repair & Maintenance	25,907	
Supplies	3,973	
		\$61,435

Library Articles

Miscellaneous Maintenance Projects TM0413	4,046
Miscellaneous Maintenance Projects TM0414	5,000
Computer & Tech Replacement TM0414	4,000
Roof Repair TM0414	10,370
Miscellaneous Maintenance Projects	

TM0415	4,507	
Computer & Tech Replacement TM0415	3,218	
HVAC Repairs TM0415	<u>1,200</u>	\$32,341
TOTAL LIBRARY		<u><u>\$622,354</u></u>

RECREATION

Parks & Fields

Wages	72,114	
Mowing	17,375	
Sprinkler Maintenance	9,553	
Electricity	2,705	
Scheduled Maintenance	43,907	
Sanitation	1,440	
Field Study	<u>241</u>	\$147,335

Recreation Articles

Tennis Court Renovations TM0415	<u>13,889</u>	<u>\$13,889</u>
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TOTAL RECREATION		<u><u>\$161,224</u></u>
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MISCELLANEOUS

Memorial Day

Wages	195	
Miscellaneous	<u>579</u>	\$774

State Assessments

	State & County Charges	<u>48,662</u>	\$48,662
Encumbrances			
	General Expenses	158	
	Conscom	3,938	
	Town Offices & Library	2,110	
	Police	8,047	
	Fire Dept	303	
	Communications Encumbered	4,000	
	Street Lights	185	
	Library Encumbered	424	
	Parks/Fields	10,400	
	Unemployment Insurance	<u>523</u>	
			<u>\$30,088</u>
TOTAL MISCELLANEOUS			<u><u>\$79,524</u></u>
<u>INSURANCE & BENEFITS</u>			
	Group Insurance	895,693	
	Blanket/Workmen's Comp	209,476	
	Unemployment	<u>24,207</u>	
			<u>\$1,129,376</u>
TOTAL INSURANCE & BENEFITS			<u><u>\$1,129,376</u></u>
<u>PENSIONS</u>			
	County Retirement	<u>771,117</u>	
			<u>\$771,117</u>
TOTAL PENSIONS			<u><u>\$771,117</u></u>
<u>DEBT & INTEREST</u>			
	Retirement of Debt	995,000	
	Interest on Long Term Debt	<u></u>	

	485,857	
		<u>\$1,480,857</u>
TOTAL DEBT & INTEREST		<u><u>\$1,480,857</u></u>
<u>TRANSFER TO OPEB TRUST</u>		
Transfer to OPEB Trust	<u>225,000</u>	<u>\$225,000</u>
TOTAL TRANSFER TO OPEB TRUST		<u><u>\$225,000</u></u>
Subtotal		\$27,627,830
Cash Balance June 30, 2016	5,754,543	
Warrants Payable FY 2015	<u>1,067,662</u>	<u>\$6,822,205</u>
Total		<u><u>\$34,450,035</u></u>

TAX - 2004

Personal Property

Outstanding July 1, 2015	<u>1,874</u>	\$1,874
Written off by Assessors	1,874	
Outstanding June 30, 2016	<u>-</u>	\$1,874

TAX - 2005

Personal Property

Outstanding July 1, 2015	<u>330</u>	\$330
Written off by Assessors	330	
Outstanding June 30, 2016	<u>-</u>	\$330

TAX-2006			
Personal Property			
	Outstanding July 1, 2015	<u>256</u>	\$256
	Written off by Assessors	256	
	Outstanding June 30, 2016	<u>-</u>	\$256

TAX-2007			
Personal Property			
	Outstanding July 1, 2015	<u>326</u>	\$326
	Written off by Assessors	326	
	Outstanding June 30, 2016	<u>-</u>	\$326

TAX-2008			
Personal Property			
	Outstanding July 1, 2015	<u>257</u>	\$257
	Written off by Assessors	257	
	Outstanding June 30, 2016	<u>-</u>	\$257

TAX-2009			
Personal Property			
	Outstanding July 1, 2015	<u>244</u>	\$244
	Written off by Assessors	244	
	Outstanding June 30, 2016	<u>-</u>	\$244

TAX-2010			
Personal Property			

	Outstanding July 1, 2015	<u>199</u>	\$199
	Written off by Assessors	199	
	Outstanding June 30, 2016	<u>-</u>	\$199
	TAX-2011		
Personal Property	Outstanding July 1, 2015	<u>159</u>	\$159
	Written off by Assessors	159	
	Outstanding June 30, 2016	<u>-</u>	\$159
	TAX-2012		
Personal Property	Outstanding July 1, 2015	<u>2,562</u>	\$2,562
	Payment to Treasurer	1,815	
	Written off by Assessors	747	
	Outstanding June 30, 2016	<u>-</u>	\$2,562
	TAX-2013		
Personal Property	Outstanding June 30, 2015	<u>3,589</u>	\$3,589
	Payment to Treasurer	3,536	
	Written off by Assessors	53	
	Outstanding June 30, 2016	<u>-</u>	\$3,589
	TAX-2014		

Personal Property

Outstanding June 30, 2015	<u>3,877</u>	\$3,877
Payments to Treasurer	3,728	
Written off by Assessors	149	
Outstanding June 30, 2016	<u>-</u>	\$3,877

TAX-2015**Personal Property**

Outstanding June 30, 2015	<u>152</u>	\$152
Outstanding June 30, 2016	<u>152</u>	\$152

Real Estate

Outstanding June 30, 2015	<u>222,283</u>	\$222,283
Payments to Treasurer	209,460	
Refund	(13)	
Transferred to Tax Title	12,836	
Outstanding June 30, 2016	<u>-</u>	\$222,283

TAX-2016**Personal Property**

Commitments	<u>284,433</u>	\$284,433
Payments to Treasurer	282,191	
Abatements	50	
Refunds	(93)	
Outstanding June 30, 2016	<u>2,285</u>	\$284,433

Real Estate

Commitments	<u>24,408,083</u>	\$24,408,083
Payments to Treasurer	24,288,308	
Transferred to Tax Title	8,508	
Abatements/Exemptions/Deferrals	46,984	
Written off by Treasurer	(6)	
Refunds	(55,909)	
Outstanding June 30, 2016	<u>120,198</u>	\$24,408,083

MOTOR VEHICLE EXCISE**TAX - 2004**

Outstanding June 30, 2015	<u>7,842</u>	\$7,842
Payments to Treasurer	80	
Refund	(12)	
Written off by Assessors	7,774	
Outstanding June 30, 2016	<u>-</u>	\$7,842

TAX - 2005

Outstanding June 30, 2015	<u>2,220</u>	\$2,220
Payments to the Treasurer	8	
Written off by Assessors	2,212	
Outstanding June 30, 2016	<u>-</u>	\$2,220

TAX - 2006

Outstanding June 30, 2015	<u>4,403</u>	
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Written off by Assessors	4,403	\$4,403
Outstanding June 30, 2016	<u>-</u>	\$4,403

TAX - 2007

Outstanding June 30, 2015	<u>3,775</u>	\$3,775
Written off by Assessors	3,775	
Outstanding June 30, 2016	<u>-</u>	\$3,775

TAX - 2008

Outstanding June 30, 2015	<u>1,534</u>	\$1,534
Written off by Assessors	1,534	
Outstanding June 30, 2016	<u>-</u>	\$1,534

TAX - 2009

Outstanding June 30, 2015	<u>524</u>	\$524
Payments to the Treasurer	21	
Written off by Assessors	503	
Outstanding June 30, 2016	<u>-</u>	\$524

TAX - 2010

Outstanding June 30, 2015	<u>2,033</u>	\$2,033
Written off by Assessors	2,033	
Outstanding June 30, 2016	<u>-</u>	\$2,033

TAX - 2011

Outstanding June 30, 2015	<u>985</u>	\$985
Written off by Assessors	985	
Outstanding June 30, 2016	<u>-</u>	\$985

TAX - 2012

Outstanding June 30, 2015	<u>1,829</u>	\$1,829
Payments to Treasurer	277	
Written off by Assessors	1,552	
Outstanding June 30, 2016	<u>-</u>	\$1,829

TAX - 2013

Outstanding June 30, 2015	<u>1,084</u>	\$1,084
Payments to Treasurer	275	
Abatements	383	
Refunds	(383)	
Written off by Assessors	809	
Outstanding June 30, 2016	<u>-</u>	\$1,084

TAX - 2014

Outstanding June 30, 2015	<u>2,950</u>	\$2,950
Payments to the Treasurer	2,280	
Abatements	633	
Refunds	(1,045)	
Outstanding June 30, 2016	<u>1,082</u>	\$2,950

TAX - 2015

Outstanding June 30, 2015	19,686	
Commitments	<u>98,483</u>	\$118,169

Payments to Treasurer	112,943	
Abatements	7,046	
Refunds	(6,033)	
Outstanding June 30, 2016	<u>4,213</u>	\$118,169

TAX - 2016

Commitments	<u>891,734</u>	\$891,734
Payments to the Treasurer	839,997	
Abatements	10,397	
Refunds	(6,317)	
Written off by Treasurer	(13)	
Outstanding June 30, 2016	<u>47,670</u>	\$891,734

SPECIAL REVENUE - SCHOOL LUNCH RECEIPTS

Cash Balance July 1, 2015	26,509	
Lunch Receipts	129,166	
State Reimbursements	17,185	
Warrants Payable FY 16	<u>363</u>	\$173,223

EXPENDITURES

Salaries & Wages	99,386
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Food & Supplies	42,962	
Cash Balance June 30, 2016	24,544	
Warrants Payable FY 15	<u>6,331</u>	\$173,223

COMMUNITY PRESERVATION ACT

CPA Surcharge - 2015

Outstanding July 1, 2015	<u>4,055</u>	\$4,055
Payment to Treasurer	3,846	
Transferred to Tax Title	209	
Outstanding June 30, 2016	<u>-</u>	\$4,055

CPA Surcharge - 2016

Commitments	<u>424,524</u>	\$424,524
Payment to Treasurer	418,557	
Abatements/Exemptions	3,678	
Refunds	(475)	
Written off by Treasurer	5	
Transferred to Tax Title	181	
Outstanding June 30, 2016	<u>2,578</u>	\$424,524

CPA Surcharge

Cash Balance July 1, 2015	1,495,330
Receipts (Net of Refunds)	422,755
State Receipt	118,424

Interest	1,653	
FY16 Expenses	(2,200)	
Transferred to CPA Capital Fund	(474,000)	
Transferred from CPA Capital Fund	<u>6,225</u>	
CPA Balance June 30, 2016		\$1,568,187
Cash Balance June 30, 2016	<u>1,568,187</u>	\$1,568,187

CPA Capital Fund

FY06 Initiatives:

Benfield-Affordable Housing:

Balance June 30, 2015	10,109	
FY16 Expenses for Benfield-Affordable Housing	-	
Balance June 30, 2016		\$10,109

FY07 Initiatives:

Bruce Freeman Trail:

Balance July 1, 2015	5,888	
FY16 Expenses for Bruce Freeman Trail	<u>-</u>	
Balance June 30, 2016		\$5,888

FY12 Initiatives:

Trails Improvements:

Balance July 1, 2015	11,604	
FY16 Expenses for Trails Improvements	<u>(2,919)</u>	
Balance June 30, 2016		\$8,685

FY13 Initiatives:

Boardwalk Connecting Spaulding Field to the Banta Trail:

Balance June 30, 2015	6,500	
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FY16 Expenses for Boardwalk Connecting Spaulding Field to the Banta Trail	(275)	
Transferred to CPA Fund	<u>(6,225)</u>	
Balance June 30, 2016		\$0

FY14 Initiatives:

Center Park Capital Improvements:

Balance June 30, 2015	552	
FY16 Expenses for Center Park Capital Improvements	<u>(470)</u>	
Balance June 30, 2016		\$82

FY15 Initiatives:

Gleason Public Library Board of Trustees-Grant #2015-3 (Preservation & Conservation of Historical Artifacts):

Balance June 30, 2015	52,000	
FY16 Expenses for GPL-Preservation & Conservation of Historical Artifacts	<u>(33,200)</u>	
Balance June 30, 2016		\$18,800

FY16 Initiatives:

CC At Play-Grant #2015-2:

Transferred from CPA Capital	400,000	
FY16 Expenses for CC At Play	<u>(350,000)</u>	
Balance June 30, 2016		\$50,000

Carlisle Historical-Central Burial Ground Grant #2016-2:

Transferred from CPA Capital	20,000	
FY16 Expenses for Central Burial Ground Grant	<u>-</u>	
Balance June 30, 2016		\$20,000

ConsCom Towle Field Grant #2016-3:

Transferred from CPA Capital	14,000	
FY16 Expenses for ConsCom Towle Field Grant	<u>(2,346)</u>	
Balance June 30, 2016		\$11,654

Historical Society-Grant #2016-4

Transferred from CPA Capital	40,000	
FY16 Expenses for Historical Society Grant	-	
Balance June 30, 2016		\$40,000
CPA Capital Balance June 30, 2016		\$165,218
Warrants Payable FY16		<u>\$2,346</u>
		\$167,564
Cash Balance June 30, 2016	<u>167,564</u>	\$167,564

Affordable Housing Trust Fund

FY07 Initiatives:

Affordable Accessory Apartment Program:

Balance July 1, 2015	90,000	
FY16 Expenses for Affordable Accessory Apartment Program	-	
Balance June 30, 2016		\$90,000

FY13 Initiatives:

338 Bedford Road Development

Balance July 1, 2015	5,431	
FY16 Expenses for 338 Bedford Road	-	
Balance June 30, 2016		\$5,431

Banta Davis-Wastewater Treatment tie-in and Traffic Studies

Balance July 1, 2015	15,415	
FY16 Expenses for Banta Davis	-	
Balance June 30, 2016		\$15,415

FY14 Initiatives:

Grant #2014-1 Project at 338 Bedford Road (\$125,000).

Balance June 30, 2015	119,592	
FY16 Expenses for 338 Bedford Road	<u>(79,861)</u>	

Balance June 30, 2016		\$39,731
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FY15 Initiatives:

Grant #2015-1 Community Education on 40B & Support the Development of Community Housing

Balance June 30, 2015	49,800	
FY16 Warrants Payable	(180)	
Balance June 30, 2016		\$49,620

Earnings on Investments (Inception to Date)	9,440	
FY14 Expenses using Earnings on Investments	(5,333)	
FY15 Expenses using Earnings on Investments		
FY16 Expenses using Earnings on Investments	-	
Balance June 30, 2016		\$4,107

Affordable Housing Trust Fund Balance June 30, 2016		\$204,304
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Cash Balance June 30, 2016	205,215	
FY16 Warrants Payable	(911)	
		\$204,304

Septic Loan Program

Cash Balance June 20, 2015	47,749	
Received from Residents-Betterment-Principal	1,199	
Received from Residents-Betterment-Interest	537	
Monies Loaned to Residents	(44,450)	
Monies Loaned to Residents-Not Distributed by June 30, 2016	14,469	\$19,504

Cash Balance June 30, 2016	19,504	\$19,504
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History of Septic Loans: Inception to June 30, 2016

Loans Received from the State (1st Note \$130,000, 2nd Note \$40,000)	170,000
Monies Loaned out to Residents	(196,897)
Monies Loaned to Residents-Not Distributed by June 30, 2016	14,469

Installments of Principal, Interest and Penalties Received to Date	33,826	
Lump Sum Loan Balances Repaid upon Sale of Property	128,106	
Paid to the State (1st loan)	<u>(130,000)</u>	
Cash Balance June 30, 2016		\$19,504
Cash Balance June 30, 2016	<u>19,504</u>	\$19,504

OTHER SPECIAL REVENUE

RECEIPTS

School Grants

Teacher Quality	6,840	
IDEA	139,526	
Title 1	20,879	
Sped Early Childhood	8,786	
Sped Professional Improvement	3,897	
Early Childhood Professional Improvement	<u>1,750</u>	\$181,678

School Other

CEF	86,728	
Educational Use of Bldgs	14,025	
Library/Lost Books	535	
Athletic Account	38,184	
School Gifts	98,721	
Music Account	15,350	
C. S. A.	1,515	
Preschool Gift	133,740	
Transportation Fee	39,381	
Circuit Breaker	<u>160,380</u>	\$588,559

Miscellaneous

Polling Hours	705
COA State Grant	9,270
Library State Aid	6,089
Cultural Council	4,407
Health 53E1/2	43,764
Stickers 53E 1/2	49,975
Recreation 53D	155,412
Planning Board 53G	28,328
Conscom Intents	3,875
Cemetery Lots	1,900
Consevation Gifts	1,451
COA Gifts	1,905
COA Van/Transportation Gift	5,000
Trail Maps	1,310
Roadway Reconstruction	666,193
Youth 53E 1/2	4,730
Ambulance Receipts	86,155
Pathways-Gifts	12
Town Gifts	38,295
Elderly/Disabled Aid	623
Zoning Board of Appeals 53G	10
Historical 53E 1/2	240
Foss Farm/Garden Plots 53E 1/2	1,850
Building 53E 1/2	91,136
COA-Mini Grant	9,400
COA 53E 1/2	29,011
Center Park Gifts	

	15,307	
Conscom 53G	8,021	
911 Grants	26,787	
Public Health Grants	2,000	
LRTA (Lowell Regional Transit Authority)	42,567	
Carlisle Community Chorus Gifts	5,260	
Friends of COA Grant	18,500	
Green Community Grant	116,059	
Trails Gifts	400	
COA-Transportation 53 E 1/2	1,931	
COA Fuel Assistance Gifts	5,000	
PEG Access/Cable TV	<u>109,347</u>	\$1,592,225
Warrants Payable FY 2016		\$26,898
Cash Balance July 1, 2015		<u>\$1,300,030</u>
		<u>\$3,689,390</u>
Total		

EXPENDITURES

School Grants

Teacher Quality	7,582	
IDEA	139,526	
Title 1	20,879	
Sped Early Childhood	8,786	
Sped Professional Improvement	3,897	
Early Childhood Professional Improvement	<u>1,750</u>	\$182,420

School Other

CEF

	102,574	
Educational Use of Bldg	9,014	
Athletic Account	40,042	
School Gifts	77,103	
Music Acct	11,401	
CSA	16,633	
Preschool Gift	109,237	
Transportation	38,982	
Circuit Breaker	<u>124,210</u>	
Miscellaneous		\$529,196
Polling Hours	705	
COA State Grant	9,270	
Library State Aid	4,316	
Arts Council	5,784	
Health 53E1/2	42,976	
Stickers 53E 1/2	47,415	
Recreation 53D	147,816	
Planning Board 53G	13,619	
Conservation Intents	4,706	
Cemetery Lots	9,140	
Community Policing	575	
Library Gifts	6,590	
Conservation Gifts	400	
Police Department Gifts	61	
Fire Department Gifts	206	
Recreation Gifts	1,207	
Trail Maps	127	
Roadway Reconstruction	495,957	

Youth Commission	7,379	
Ambulance Receipts (Transfer to General Fund)	53,000	
Town Gifts	813	
Zoning Board of Appeals 53G	7	
Historical 53E 1/2	150	
Foss Farm/Garden Plots 53E 1/2	1,335	
Library-Mini Grants	311	
Building 53E 1/2	97,467	
COA-Mini-Grant	9,400	
COA 53E 1/2	25,710	
Center Park Gifts	15,709	
Conservation 53G	14,703	
911 Grants	25,294	
Public Heath Grants	2,000	
LRTA (Lowell Regional Transit Authority)	42,567	
Carlisle Community Chorus Gifts	5,220	
Friends of COA Grant	15,377	
Green Community Grant	116,058	
COA-Transportation 53E 1/2	1,605	
COA-Fuel Assistance	2,000	
PEG Access/Cable TV	99,434	
		\$1,326,409
Warrants Payable FY 2015		\$140,562
Cash Balance June 30, 2016		\$1,510,803
		<u>\$3,689,390</u>
Total		

AGENCY FUNDS

RECEIPTS

Cash Balance July 1,

2015	51,614	
Police Special Detail	176,948	
Meals Tax	343	
Student Activity Account	10,043	
Firearm Licenses	3,300	
Warrants Payable FY 2016	<u>1,930</u>	\$244,178

EXPENDITURES

Police Special Detail	182,511	
Meals Tax	372	
Student Activity Account	8,136	
Firearm Licenses	2,700	
Warrants Payable FY 2015	4,732	
Cash Balance June 30, 2016	<u>45,727</u>	\$244,178

CAPITAL FUNDS

RECEIPTS

Cash Balance July 1, 2015	191,457	
Transferred from General Fund to Reduce Debt	55,000	
BANS Received	385,000	
Warrants Payable FY16	<u>5,000</u>	\$636,457
BANS Repaid	440,000	
FY16 Pathway Expenses	5,000	
School Building Project Transferred to General Fund	245	
Cash Balance June 30, 2016	<u>191,212</u>	\$636,457

INVESTMENT FUNDS

STABILIZATION FUND

Balance July 1, 2015	1,173,094	
Interest	<u>4,901</u>	\$1,177,995
Transferred to General Fund	14,945	
Balance June 30, 2016	<u>1,163,050</u>	\$1,177,995

OPEB (OTHER POST EMPLOYMENT BENEFITS) TRUST

Balance July 1, 2015	253,638	
Transferred from General Fund	225,000	
Interest	<u>(12,103)</u>	\$466,535
Balance June 30, 2016	<u>466,535</u>	\$466,535

CONSERVATION FUND

Balance July 1, 2015	65,993	
Interest	<u>278</u>	\$66,271
FY16 Expenses	1,200	
Balance June 30, 2016	<u>65,071</u>	\$66,271

PERPETUAL CARE FUND

Balance July 1, 2015	169,674
Contributions Received	

	1,900	
Interest & Investment Income	<u>(6,724)</u>	\$164,850
Balance June 30, 2016	<u>164,850</u>	\$164,850

TRUST FUNDS

GLEASON SILENT POOR FUND

Balance July 1, 2015	11,066	
Interest & Investment Income	<u>(439)</u>	\$10,627
Balance June 30, 2016	<u>10,627</u>	\$10,627

SIMON BLOOD SCHOOL FUND

Balance July 1, 2015	4,038	
Interest & Investment Income	<u>(160)</u>	\$3,878
Balance June 30, 2016	<u>3,878</u>	\$3,878

GLEASON TOWN CLOCK FUND

Balance July 1, 2015	1,659	
Interest & Investment Income	<u>(66)</u>	\$1,593
Balance June 30, 2016	<u>1,593</u>	\$1,593

SELINA G. RICHARDSON LIBRARY FUND

Balance July 1, 2015	1,188	
Interest & Investment Income	<u>(47)</u>	\$1,141
Balance June 30, 2016	<u>1,141</u>	

\$1,141

**MARY A. HEALD WORTHY POOR
FUND**

Balance July 1, 2015	476	
Interest & Investment Income	<u>(19)</u>	\$457
Balance June 30, 2016	<u>457</u>	\$457

**WILLIAM H. LITCHFIELD
CEMETERY FUND**

Balance July 1, 2015	3,016	
Interest & Investment Income	<u>(119)</u>	\$2,897
Balance June 30, 2016	<u>2,897</u>	\$2,897

**THOMAS A. & MARY GREEN
CEMETERY FUND**

Balance July 1, 2015	5,983	
Interest & Investment Income	<u>(237)</u>	\$5,746
Balance June 30, 2016	<u>5,746</u>	\$5,746

**THOMAS A. GREEN PUBLIC
GROUNDS FUNDS**

Balance July 1, 2015	2,395	
Interest & Investment Income	<u>(95)</u>	\$2,300
Balance June 30, 2016	<u>2,300</u>	\$2,300

**THOMAS A. GREEN SIDEWALK &
TREE FUND**

Balance July 1, 2015	7,459	
Interest & Investment Income	<u>(296)</u>	

		\$7,163
Balance June 30, 2016	<u>7,163</u>	\$7,163

MARY A. GREEN LIBRARY FUND

Balance July 1, 2015	1,188	
Interest & Investment Income	<u>(47)</u>	\$1,141
Balance June 30, 2016	<u>1,141</u>	\$1,141

FRED E. & RUTH M. ROBBINS FUND

Balance July 1, 2015	55,665	
Interest & Investment Income	<u>(2,209)</u>	\$53,456
Balance June 30, 2016	<u>53,456</u>	\$53,456

CAROLINE E. HILL LEGACY

Balance July 1, 2015	195,321	
Interest & Investment Income	<u>(7,779)</u>	\$187,542
Expended	8,000	
Balance June 30, 2016	<u>179,542</u>	\$187,542

ALVIN R. TITUS SCHOLARSHIP FUND

Balance July 1, 2015	14,756	
Interest & Investment Income	<u>(586)</u>	\$14,170
Balance June 30, 2016	<u>14,170</u>	\$14,170

MELONE LIBRARY FUND

Balance July 1, 2015	288,493	
Interest & Investment Income	<u>(11,615)</u>	\$276,878
Expended	27,495	
Balance June 30, 2016	<u>249,383</u>	\$276,878

**DONALD A LAPHAM SCHOLARSHIP
FUND**

Balance July 1, 2015	38,878	
Interest & Investment Income	<u>(1,543)</u>	\$37,335
Balance June 30, 2016	<u>37,335</u>	\$37,335

HOLLIS TRUST FUND

Balance July 1, 2015	168,093	
Interest & Investment Income	<u>(6,670)</u>	\$161,423
Balance June 30, 2016	<u>161,423</u>	\$161,423

VIVIAN CHAPUT MEMORIAL FUND

Balance July 1, 2015	2,910	
Interest & Investment Income	<u>(116)</u>	\$2,794
Balance June 30, 2016	<u>2,794</u>	\$2,794

TOWN OF CARLISLE						
COMBINED BALANCE SHEET						
JUNE 30, 2016						
	Governmental Fund Types			Fiduciary Fund Types	Account Group	
					General	
		Special Revenue	Capital Projects	Trust and Agency	Long-Term Obligations	Total
ASSETS AND OTHER DEBITS						
Cash and short-term investments.....	5,754,542.53	3,328,253.63	358,775.49	2,640,279.56	-	12,081,851.21
Receivables, net of allowance for uncollectibles:						
Real estate and personal property taxes.....	122,635.27	-	-	-	-	122,635.27
Allowance for abatements.....	(315,682.76)	-	-	-	-	(315,682.76)
Tax title.....	23,864.75	337.55	-	-	-	24,202.30
Motor vehicle excise.....	52,963.90	-	-	-	-	52,963.90
Tax deferrals.....	69,653.24	-	-	-	-	69,653.24
Tax possessions.....	87,421.95	-	-	-	-	87,421.95
Betterments.....	-	47,526.15	-	-	-	47,526.15
Community preservation act.....	-	2,578.28	-	-	-	2,578.28
Notes Receivable.....	-	425,000.00	-	-	-	425,000.00
Police Special Duty Receivable.....	-	-	-	18,110.72	-	18,110.72
Amounts to be provided for retirement of long-term obligations....	-	-	-	-	14,165,000.00	14,165,000.00
TOTAL ASSETS AND OTHER DEBITS.....	5,795,398.88	3,803,695.61	358,775.49	2,658,390.28	14,165,000.00	26,781,260.26
LIABILITIES AND FUND EQUITY						
LIABILITIES:						
Warrants payable.....	832,464.74	28,172.39	7,345.50	1,929.69	-	869,912.32
BAN Payable.....	-	-	385,000.00	-	-	385,000.00
Accrued School Payroll & Expenses.....	723,680.98	-	-	-	-	723,680.98
Abandoned property.....	51,541.64	-	-	-	-	51,541.64
Liabilities due depositors.....	-	-	-	61,907.99	-	61,907.99
Deferred revenue.....	40,856.35	475,441.98	-	-	-	516,298.33
Bonds and notes payable.....	-	-	-	-	14,165,000.00	14,165,000.00
TOTAL LIABILITIES.....	1,648,543.71	503,614.37	392,345.50	63,837.68	14,165,000.00	16,773,341.26
FUND EQUITY:						
Fund balances:						
Reserved for:						
Encumbrances	45,222.64	-	-	-	-	45,222.64
Designated for continuing appropriations.....	418,038.30	-	-	-	-	418,038.30
Amortization of Bond Premium.....	405,190.97	-	-	-	-	405,190.97
CPA Open Space.....	-	40,809.00	-	-	-	40,809.00
CPA Historical	-	96,188.18	-	-	-	96,188.18
CPA Community Housing	-	201,874.31	-	-	-	201,874.31
Unreserved:						
Designated for subsequent year's expenditures.....	520,000.00	-	-	-	-	520,000.00
Undesignated.....	2,758,403.26	2,961,209.75	(33,570.01)	2,594,552.60	-	8,280,595.60
TOTAL FUND EQUITY.....	4,146,855.17	3,300,081.24	(33,570.01)	2,594,552.60	-	10,007,919.00
TOTAL LIABILITIES AND FUND EQUITY.....	5,795,398.88	3,803,695.61	358,775.49	2,658,390.28	14,165,000.00	26,781,260.26

TOWN TREASURER

The following is a summary of the financial records and balances of the Town Treasurer for the Fiscal Year ending June 30, 2016:

CASH BALANCE

Cash Balance, June 30, 2015	\$ 12,493,930.62
Receipts, July 1, 2015 - June 30, 2016	31,181,527.29
Disbursements, July 1, 2015 - June 30, 2016	<u>(31,103,023.18)</u>

Cash Balance, June 30, 2016	<u>\$ 12,572,434.73</u>
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ACCOUNT BALANCES

Interest Bearing Accounts:

Eastern Bank	\$ 2,406,916.63
Enterprise Bank and Trust Co.	4,354,536.37
UniBank for Savings	2,385,861.32
Mass. Municipal Depository Trust	<u>268,131.75</u>
Total Interest Bearing Accounts	\$ 9,415,446.07

Combined Investments Funds:

Eastern Bank	<u>\$ 358,804.13</u>
Total Combined Investment Funds	\$ 358,804.13

Trust Funds:

Eastern Bank	\$ 1,570,063.72
Mass. Municipal Depository Trust	<u>1,228,120.81</u>
Total Trust Funds	\$ 2,798,184.53

TOTAL CASH AND INVESTMENTS	<u>\$12,572,434.73</u>
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TAX COLLECTOR

Schedule of Outstanding Receivables As of June 30, 2016

Real Estate & CPA Taxes

Levy of 2016, including CPA	\$ 122,776.03
Levy of 2015, including CPA	0.00
Levy of 2014, including CPA	0.00
Levy of 2013, including CPA	0.00
Prior Years	0.00
Total Real Estate & CPA Taxes	\$ 122,776.03

Personal Property Taxes

Levy of 2016	\$ 2,285.52
Levy of 2015	152.00
Levy of 2014	0.00
Levy of 2013	0.00
Prior Years	0.00
Total Personal Property Taxes	\$ 2,437.52

<u>Deferred Property Taxes</u>	\$ 69,653.24
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<u>Taxes in Litigation</u>	\$ 0.00
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Motor Vehicle Excise Taxes

Levy of 2016	\$ 47,669.61
Levy of 2015	4,212.72
Levy of 2014	1,081.57
Levy of 2013	0.00
Prior Years	0.00
Total Motor Vehicle Excise Taxes	\$ 52,963.90

Tax Liens / Tax Title

Levy, including CPA	\$ 24,202.30
Total Liens / Tax Title	\$ 24,202.30

<u>Tax Foreclosures / Tax Possessions</u>	\$ 87,421.95
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Total Foreclosures / Tax Possessions	\$ 87,421.95
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<u>Special Assessments Receivable</u>	\$ 47,526.15
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Total Special Assessments Receivable	\$ 47,526.15
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BOARD OF ASSESSORS

The Board of Assessors operates under the authority of Massachusetts General Laws and the Department of Revenue. In Carlisle, the Board of Assessors consists of three members who are elected to three-year terms. The Assessors' primary duty is to value all real estate and personal property in the town that is subject to taxation. The Board is to assess all properties at their full and fair market value as of January 1st proceeding each fiscal year.

Assessors are required to submit these values to the Commonwealth of Massachusetts Department of Revenue for certification every three years. In the years between certifications, assessors must also maintain values. The assessors review sales and the market activity every year and thereby monitor values each year. This is done so that the property taxpayer pays his or her fair share of the cost of local government.

Under Proposition 2 ½, Massachusetts' cities and towns are limited in the total property taxes that can be collected from one year to the next. Tax revenues cannot exceed 2 ½ percent of the prior year's allowable levy, with exceptions for revenue derived from new construction (New Growth), and citizen override elections.

The Board reported \$15,828,931 in new growth valuation to the Department of Revenue, which was certified for the fiscal year 2017 tax rate setting process. The tax rate in the Town increased from \$17.20 to \$17.62 for fiscal year 2017. The Town has a total assessed valuation of \$1,456,665,497 which includes exempt properties. Below is a chart listing the Fiscal Year 2017 breakdown by Property Class:

<u>Property Class</u>	<u>Parcel Count by Class</u>	<u>Total Value by Class</u>	<u>Tax Rate per \$1,000</u>	<u>Total Tax by Class</u>	<u>% of Levy by Class</u>
Residential	1919	\$1,430,419,410	\$17.62	\$25,203,990.00	98.1982%
Open Space	-	-	0.00	-	0.00%
Commercial	69	7,726,949	17.62	136,148.84	0.5305%
Industrial	2	1,177,400	17.62	20,745.79	0.0808%
Personal Property	75	17,341,739	17.62	305,561.44	1.1905%
Exempt		72,951,400	0.00	0	0.00%
<u>Totals:</u>	<u>2065</u>	<u>\$1,456,665,498.00</u>		<u>\$25,666,446.07</u>	<u>100.00%</u>

The Board received 26 applications for abatement during the appeal period for FY 2016.

Assessors are elected (in Carlisle) or appointed locally in Massachusetts's cities and towns. Massachusetts State Law requires assessors to list and value all real and personal property. The valuations are subject to "ad valorem" basis for taxation, which means that all property should be taxed "according to value". Assessed values in Massachusetts are based on "full and fair cash value" or 100 percent of fair market value.

Assessors do not make the laws that affect property owners. Our Massachusetts Legislators enact tax laws. The Department of Revenue establishes various guidelines and regulations to implement the legislation. The assessors, in short, follow the procedures established by others to set the value of property. Market Value is actually set by buyers and sellers as they establish the worth of comparable properties through their transactions in the real estate marketplace. The Assessors also do not determine taxes. The Town itself determines the level of property taxation through its town meeting by voting on total spending for the Fiscal Year. Whether assessments increase or decrease, tax rates are adjusted annually to raise the revenue required to fund local government operations.

Melissa M. Stamp, Principal Assessor
Kenneth Mostello, Chairman
David Boardman
James Marchant

**HEALTH
&
REGULATORY SERVICES**

BOARD OF HEALTH

The Board of Health is pleased to present this comprehensive description of its funding, staffing, practice and activities for the year 2016. In this report we will answer the questions: What do we do? Why do we do it? How do we do it?

What do we do? According to the American Public Health Association, “Public health promotes and protects the health of people and the communities where they live, learn, work and play”. Rather than simply treating disease, public health improves the quality of life for families and individuals by promoting healthy behaviors, safeguarding the environment and protecting our natural resources.

Why do we do it? The Board is authorized under Mass. Gen Laws Ch. 111 sec. 31 to regulate on behalf of the state in areas that impact health, safety and well-being. The Board is a policy and local administrative unit for projects that support good health and quality of life.

How do we do it? By considering risk factors and disease the Board strives to develop programs and policies to improve health outcomes.

Board Members

Term Expires

Lee Storrs, Chairman	2017
Donna Margolies, Vice-Chairman	2018
Catherine Galligan	2019
Todd Thorsen	2018
Todd Brady	2019

Following the May Annual Election the Board welcomed new member Todd Brady and re-elected member Catherine Galligan. The Board would like to thank former member William Risso who served on the Board for ten years, providing valuable engineering expertise.

Staffing, Consultants and Subcommittees

Linda Fantasia, Health Agent
Judy Hodges, Administrative Assistant
Barbara Nill, Administrative Assistant

In 2016 the Administrative Assistant position hours were increased from 15 to 30 hrs/wk. The last increase was in 2002. Two part-time assistants were hired in July to meet the growing work demands. Along with the Health Agent the additional staffing gives the Board three-deep coverage to respond during a disaster event.

The Board is also well served by Animal Inspectors Larry Sorli and Deb Toher, and Well Inspector Ralph Metivier. Consultants include Rob Frado (Technical Consulting Group), Randy Phelps (Phelps Food Service), and Emerson Home Care Nursing.

Subcommittees under the BOH include the Water Quality Subcommittee (WQS) and the Lyme Disease Subcommittee (LD). The WQS continues to be ably served by Steve Hinton, Tony Mariano, Sr. and Tony Mariano, Jr. Continuing members of the LD Subcommittee include Jean Barry (Chairman), Phyllis Kanki, Jennifer Hawes and Jeannie Geneczko. Peter Burn and Melinda Lindquist are Conservation Commission Liaisons and Donna Margolies represents the Board of Health.

Highlights in 2016 include:

- Conducted a Groundwater Study in support of local septic regulations
- Received a \$20,000 Grant to conduct a Community Health Assessment
- Monitored Nitrate problems at the Gleason Public Library
- Tackled unresolved septic issues and odor complaints at Benfield Farms
- Provided guidance to the Zoning Board of Appeals on complex water and septic challenges for the Lifetime Green Homes 40B Application
- Developed an Irrigation Policy and proposed a Ban on Garbage Grinders
- Issued a revised septic permit for a home for disabled adults
- Imposed an Outdoor Water Ban as a result of drought conditions
- Created a Title 5 Subcommittee to deal with septic and well issues

Our Year in Review

The “***Birches***”, a 40B Comprehensive Permit Application submitted by Lifetime Green Homes continued to present the Board with complex septic and well issues. The project involves siting 20 single family detached homes containing a total of 58 bedrooms on 9.84 acres off Long Ridge Road. In July the project was remanded back to the town by the Housing Appeals Court due to the inclusion of seven new public water supplies and the relocation of one of the three soil absorption systems. While the addition of a public water supply alleviated some of the Board’s concerns about the sustainability of the development, it did not address the Board’s position that there was a valid local concern that took precedence over the need for affordable housing. There simply is not enough land area to properly treat wastewater from the 20 homes without putting the project wells and nearby drinking water wells at risk. This position was supported by new data on groundwater flow and the transport of nitrogen prepared by the town’s consultant.

The Board held a Special Meeting to reissue the sewage disposal construction permit for the residential group home for disabled adults being built by ***Toward Independent Living and Learning (TILL)*** on Bedford Road. The sewer line inverts out of the existing buildings were too low for gravity flow into the two existing septic tanks. The two tanks were removed and reset at a lower elevation to maintain a 2% sewer line slope from the buildings to the tanks. Lowering the tanks necessitated a pump chamber to lift the effluent to the existing distribution box. The system redesign was approved on May 24th and the Certificate of Compliance was issued in July.

In February the Board was advised that the ***Gleason Public Library*** public water supply exceeded the 10 mg/L Drinking Water Standard for Nitrates. The Board required the

Library to test the water monthly, turn off the water fountains and use only bottled water. The Board has been working with the Library and MassDEP which has the primary enforcement responsibility for protecting public water supplies to investigate the problem. The cause of the high level of Nitrates has not yet been identified.

In September the Board imposed an ***Outdoor Watering Ban*** as the result of a “*Drought Warning*” issued by the state. Four private wells ran out of water and were either replaced or deepened. The warning was lifted in late December but residents are still cautioned to conserve water.

Policy and Regulatory Review

Title 5 Subcommittee – The Board agreed to separate land use permitting from public health related policies. Three members (Storrs, Galligan and Thorsen) and one alternate (Brady) formed the Title 5 Subcommittee which will oversee septic and well permitting.

Groundwater Study – The Board engaged the Horsley-Witten Group to review existing health regulations governing on-site septic systems and private wells by conducting a technical analysis of hydrogeologic conditions in town. The Board has taken the recommendations including a 600’ setback in the direction of groundwater flow between a system and a well under consideration.

Irrigation - To ensure a sustainable supply of clean drinking water for the town the Board established an allowed usage of 15% of the average recharge rate per land area for irrigation. The policy applies to all new or modified irrigation systems. A worksheet was provided so homeowners could calculate the irrigation demand.

Garbage Grinders – the Board agreed on a policy to prohibit the installation of garbage grinders in all new construction, septic system upgrades and multi-family dwellings. This will become a regulation when the local regulations are revised.

New Efficiencies – The Board worked to improve its website by making forms easier to access and the site easier to navigate. The Board is considering a registration system for tracking permit activities for multi-family developments. More work is planned for 2017.

Food Establishments – Local Food Establishments were inspected according to the Food Code. A number of permits were issued for One-Day events and for two Farmer’s Markets (Clark Farm and the Carlisle Summer Market). Farmer’s Market vendors that sell processed food require a local permit. The Board also inspects local church kitchens and the school. All of these facilities were well managed and without problems.

Animal Management - Another successful Rabies Clinic was held on Saturday, April 9. The Board is grateful to Countryside Veterinary Hospital and Veterinarian Dawn Brooks for donating their services, charging only the cost of supplies. Twenty-three dogs and cats were vaccinated at minimal cost to pet owners. Eighty-four barn licenses were issued along with five permits for the keeping of swine. The animals were inspected by the Carlisle Animal Inspectors whose primary responsibility is rabies control and domestic animal health. Four

dog bites and four cat bites were reported to the Board. One horse and a bat tested negative for rabies.

Housing and Septic Related Support

In January the Board met with trustees of ***Malcom Meadows*** following a request by an owner to finish a room in the basement and enclose a porch. The Board took the opportunity to remind the trustees and unit owners that under the Malcolm Meadows Senior Residential Open Space Permit all of the twelve units are deed restricted to two bedrooms with a maximum of two persons per unit for a total resident population of 24. Any increase in the resident population greater than 24 would result in both wells being re-classified as Public Water Systems and exceed the septic design capacity. The trustees agreed to monitor the resident population and advise unit owners accordingly.

A review of the ***Laurel Hollow Condominiums*** revealed that some of the Board monitoring requirements were not in compliance including sufficient financial reserve for septic and well repairs, pump outs and Title 5 Inspections. The property was developed as a 40B project in 2003 and includes six market rate and two affordable units. The Homeowner's Association agreed to bring the property into compliance.

Installation of a seven bedroom septic system by ***NOW Homes*** at 129 East Street to serve two town house condominiums began in March. The system is not designed for garbage grinders. Each unit will have a water meter, tanks will be pumped annually and a Title 5 Inspection will be done upon transfer of a unit. The Board will review final condominium documents prior to the issuance of a Certificate of Compliance for the system.

The Board was again faced with septic and odor issues at ***Benfield Farms*** following complaints from tenants. Operation of the FAST alternative technology system continued to be a challenge. The system appears to be working better as a result of the carbon supplement. With few exceptions, the system is meeting the state discharge limits for Total Nitrogen (25 mg/L) and the more conservative local limits (20 mg/L). The monitoring wells around the leaching field have never shown an exceedance. The system is operating under a Temporary Certificate of Compliance. The Board wants a minimum of two months of satisfactory results before issuing a final Certification.

In addition to the septic issues, the Board also dealt with complaints from tenants about ongoing sewer odors in and around the building. Odors inside the building were observed by the health agent and a board member in December. The Board has been working with Peabody Properties, Neighborhood of Affordable Homes, Benfield residents and the Carlisle Housing Authority on resolving the problem.

Two alternative technology systems for new homes on ***Hanover Road*** required the Board's attention as the result of frequent alarm events. One system was reinstalled in July and the second is still under evaluation.

Licensing Violations – The Board fined two contractors for doing work on a septic system without a license.

Health Statistics

Tickborne Illnesses - In 2016 there were 35 cases of reportable Lyme Disease, 1 confirmed case of Babesiosis and 3 suspect cases of Babesiosis. There were 3 confirmed cases and 4 suspect cases of Anaplasmosis. Meeting monthly the ***Lyme Disease Subcommittee*** continued to learn more about tick-borne disease etiology, clinical treatments, emerging pathogens and current research in order to effectively educate community partners and the public at large. The Subcommittee accepted the resignations of members Lincoln Pinsky, Hana Chandonnet, Lee Tatistcheff and Todd Brady (now serving on BOH) and thanks them for their valuable support. New member Melinda Lindquist was welcomed as a liaison to the Conservation Commission. In 2016 the Subcommittee applied for a CHNA15 Capacity Building Grant to create a website.

Reportable Diseases – Other illnesses reported in Carlisle included Campylobacteriosis, Giardiasis, Hepatitis B, Influenza, Latent TB Infection, Norovirus, Pertussis, Salmonellosis, Streptococcus pneumonia and Varicella. Emerson Home Care provided surveillance follow up.

Opioid Epidemic – The Board collaborated with the Police Dept. and Carlisle School in a public forum “Protecting Our Children from Opioid Abuse” which was held in October.

Carlisle Cancer Incidence – The Board tracks the incidence rate for the years 2001 through 2012 based on state surveillance data, which is posted on the website.

Participation in Regional Activities and Internships

Public Health Region 4AB - The Board continues to take an active role in emergency preparedness activities. Following the state’s realignment of response organizations Region 4A merged with Region 4B and is now known as the Metro West Regional Planning Council.

Middlesex Tick Task Force (MTTF) – This is a multi-town collaboration dedicated to increasing awareness of tick-borne disease. Member communities hosted a well-attended public forum “Ticks and Mosquitos from A-Z (Anaplasmosis to Zika) in May in Bedford. MTTF approached the Coalition of Local Public Health to ask the Coalition to prioritize tick data collection and tick-borne illness education in this year’s strategic planning.

Public Health Internships

Stephanie Moore, a Masters in Public Health candidate at Boston University, worked for the Board in a dual capacity under a field practicum and as a grant recipient creating a septic system survey that was sent out to the property managers and residents of senior and group homes in town. Results were used to prepare educational materials on best practices for maintaining septic system and alternative cleaning products.

Annual Programs

The ***Hazardous Waste Collection*** was held on Saturday, April 30 with Clean Harbors as the disposal company. 135 households participated. Nine residents disposed of needles

which are banned from regular trash collections. Sharps containers were for sale at the collection and available year round at the office.

The ***Senior Flu Clinic*** was held on Friday, October 14 with the assistance of Emerson Home Care and a number of volunteers from the Council on Aging. Seventy-nine residents attended. Three home visits simulated a travel team dispensary.

The ***Community Septic Loan Program*** (CSLP) provides financial assistance to qualified owners needing to replace a failed septic system. One loan was approved in 2016 in the amount of \$25,000. Eight loans have been issued under the program which began in 2009 for a total loan amount of \$229,575. All but three of the loans have been repaid. Following changes made by the state that would have resulted in additional cost to the Town the program was ended on February 13, 2016.

Board Finances FY16

Revenue

The FY16 operating budget was \$91,085. The Board also generated \$5,475 (licensing fees) and \$870 (Title 5 Inspection Fees) which went to the General Fund.

Expenses

The Board met all operating costs within budget. The FY16 Operating Budget paid for food inspections for the school, three churches, and the summer farmer's markets; additional expenses for the Rabies Clinic and the annual stipend for the Animal Inspector. The operating account balance of \$313.00 was returned to the General Fund.

53 E ½ Revolving Account

The Revolving Account beginning balance was \$48,595.30 with an ending balance of \$49,383.34. Income and expenses are shown in Table A. This account reflects fees collected to cover engineering, consulting and inspectional services for septic systems, wells, barn, and food establishments. Open encumbrances include 54 properties that have approved septic permits and are in various stages of construction. Once a permit expires, it no longer carries a credit and the septic plan must be reapproved at current fees. Expenses paid out of the 53E½ account include:

- Seven hours per week of the Administrative Assistant's wages \$11,504.06
- Animal inspection services for barns - \$1950
- Well inspection services - \$2075
- Food inspection services - \$790 paid from permit fees

Table A. income and expenses for the 53E½ account (six years)

53E 1/2	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
Income	25,402.00	30,055.00	44,505.00	54,959.95	70,111.25	43,764.25

Expenses	35,884.00	36,270.00	40,607.00	43,992.77	48,802.21	42,976.21
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Disease Prevention Special Account– The beginning balance was \$1750.94 and the ending balance was \$1430.44. This account covered the cost of sharps disposal containers which are available for purchase. Expenses were \$320.50 (purchase of sharps containers). Income of \$63.75 for the sale of 11 sharps disposal containers was returned to the General Fund.

Grant Revenue

Community Health Area Network (CHNA 15)– the Board was awarded a \$20,000 grant to conduct a Community Health Assessment, \$10,000 of which was received in July. Collaborators are Council on Aging and Gleason Library along with an eleven member Steering Committee.

Public Health Emergency Preparedness (PHEP)– The Board received \$5443.40 in PHEP funding. Funds were used to support emergency preparedness planning. Expenses included service for Verizon iPhone and iPad (\$2448.34), attendance (2) at Mass. Health Officer’s Conference (\$1010), trainings (MAHB \$265), mileage (\$165.14), and supplies (\$1,554.92).

Mass. Health Officers Mini Grant– The Board received \$1000 to hire a graduate level intern to work on a educating group and senior housing on septic system care.

Septic Loan Program Administrative Grant– No administrative expenses were charged to the loan program in 2016. The current balance is \$887.

In-kind services– The Board utilizes the senior tax worker program to assist with special projects such as the Community Health Assessment and Middlesex Tick Task Force events.

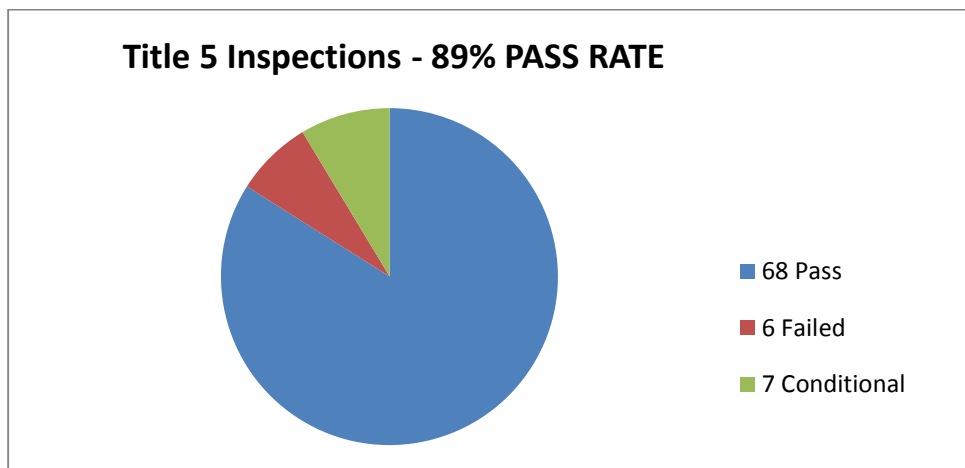
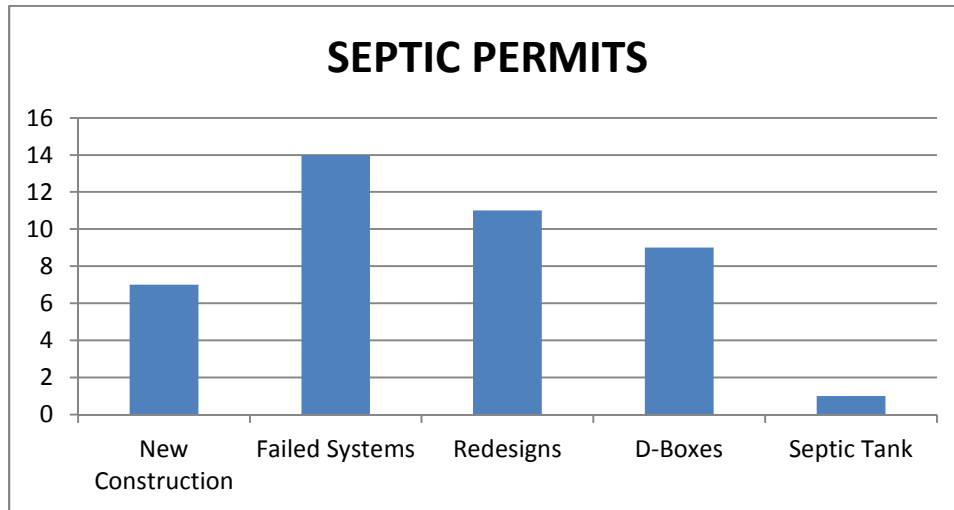
Conclusion

The Board strives to provide programs and services that benefit the overall quality of life of the Carlisle community while being respectful of the town’s limited resources. The Board appreciates the support of the town in these endeavors.

Lee Storrs, Chairman
Donna Margolies, Vice-Chairman
Catherine Galligan, Treasurer
Todd Thorsen
Todd Brady

2016 ANNUAL STATISTICS
Septic Permits Issued in 2016 - 42 Septic Permits

7 New Construction, 14 Failed Systems, 9 Distribution Boxes, 11 Redesigns, 1 Septic Tank



Note: An owner has two years to upgrade a failed system.

Health and General Statistics

Senior Flu Clinic	79
Reportable Diseases	61
Babesiosis	4
Campylobacteriosis	3
Giardiasis	1
Hepatitis B	1
Human Granulocytic Anaplasmosis	7
Influenza	1
Lyme Disease	35
Latent TB Infection	2
Norovirus	2
Pertussis	1
Salmonellosis	2
Streptococcus pneumonia	1
Varicella	1

Food Establishments	22
○ Churches, School, COA	5
○ Residential Kitchens	3
○ Farmers Market	2
○ Food Service/Retail	1
○ Ice Cream Stands	2
○ One Day Food Permits	9
Barn Inspections	84
Rabies Clinic	23
○ Animals Tested	2
○ Animal Bites Reported	9
Hazardous Waste	135
○ Cars	
○ Sharps Disposal	19
Septic & Well Licenses	41
Septage Haulers	14
Water System Installers	3
Septic System Installers	24

BUILDING COMMISSIONER

During the period January 1, 2016 through December 31, 2016, **237** building permits were issued as follows, **\$75,405.90** collected in fees, which were turned over to the Town Treasurer. The Building Inspector addressed 0 zoning issues and complaints.

Number of Permits

10	New Dwelling
14	Addition
118	Alteration
2	Garage
2	Barns
11	Woodstove
4	Pool
34	Roof
28	Solar

INSPECTOR OF WIRES

During the period January 1, 2016 through December 31, 2016, **224** electrical permits were issued and \$15,543.76 collected in fees and turned over the Town Treasurer.

PLUMBING INSPECTOR

During the period January 1, 2016 through December 31, 2016, **101** plumbing permits were issued and **\$6340.00** collected in fees, which were turned over to the Town Treasurer.

GAS INSPECTOR

During the period January 1, 2016 through December 31, 2016, **105** gas permits were issued and **\$3,810.00** collected in fees, which were turned over to the Town Treasurer.

FIRE DEPARTMENT PERMITS

During the period January 1 to December 31, 2016
The following permits were issued:

Blasting	0
Cannon Firing	0
Cooking Fire	0
Dance Hall- MGL CH. 148, Sect. 26G1/2	10
Explosives	0
Facility Inspections	4
Fire Alarm System	14
Fireworks	0
Fuel Tank Installation	0
Fuel Tank Removal	7
LP Gas Installation	22
Oil Burner Installation	7
Agricultural Burning	0
Open Burning	847
Smoke & CO Detector	109
Sprinkler System	0
Tentage	2
Welding	0
Temp. Heater	0
Other	0
TOTAL	1022

A total of \$ 8,295 was collected and turned over
to the Town Treasurer.

CARLISLE HOUSING AUTHORITY

Mission

The Carlisle Housing Authority was established pursuant to Massachusetts statute M.G.L. c. 121B. The mission of the Carlisle Housing Authority is to develop and support affordable housing opportunities for Carlisle, while preserving the semi-rural character of the Town. The Housing Authority also works with other Town departments and boards to provide housing education to Carlisle residents and serves as the Town's point of contact for residents and non-residents seeking housing referrals and information.

Membership

The Carlisle Housing Authority has five members, four of whom are elected by the Town. The fifth member is appointed by the Governor on the nomination of the Board of Selectmen, pursuant to Massachusetts statute. Members serve for five-year terms and can be re-elected or reappointed. Carolyn Ing was appointed by the Governor in 2011. Alan Lehotsky was reelected in 2013 and served as Chair throughout July 2016, when he was elected to serve as Vice-Chair through the year. Mark Levitan was elected in 2014 and served as Vice-Chair from January through July 2016, when he was elected to serve as Chair through the end of the year. Steven Pearlman served as Treasurer. Barbara Bjornson, who had been appointed by the Board of Selectmen in 2015 to fill a vacant Board position, was elected in May 2016. She served as Secretary throughout the year.

In addition to their service to the Board, members serve as liaisons on other Town boards and committees. Carolyn Ing served as the Housing Authority's representative on the Carlisle Affordable Housing Trust (Trust) throughout the year, and was reappointed to this post by the Board of Selectmen in June 2016. Her term expires in June 2017. Steven Pearlman represents the Housing Authority on the Community Preservation Act Committee.

Affordable Housing Development - Year in Review

In 2016, the Housing Authority held 19 meetings, for which agendas and minutes are on file with the Town Clerk. Highlights of these meetings follow.

January–March 2016:

NOAH Benfield Farms Senior Housing Developmentⁱ: During this period, the Housing Authority continued to support NOAH in its progress toward obtaining a Certificate of Compliance for its septic system from the Board of Health. Benfield Farms septic test results met all Town standards during this period.

Group Home Duplex for Intellectually-Disabled Adults: Following the Building Commissioner's issuance of a Building Permit in January, Toward Independent Learning and Living, Inc. (TILL)ⁱⁱ initiated construction on this project. The Housing Authority entered into a Community Preservation Act-funded Grant Agreement with TILL for \$50,000 in Community Preservation Act funds which was allocated to TILL toward infrastructure-related

expenses. The Conservation Commission's Amended Order of Conditions for the project also was recorded at the Middlesex Registry of Deeds.

Department of Housing and Community Development certification of municipal compliance (760 CMR 56): Following the Department of Housing and Community Development (DHCD) acceptance of the 2015 Town of Carlisle Housing Production Plan, and in conjunction with the Building Commissioner's issuance of the Building Permit for the Group Home duplex, Vanessa Moroney, Chair of the Carlisle Board of Selectmen, filed a request to DHCD on behalf of the Board that the Town receive certification of municipal compliance under 760 CMR 56. DHCD certified the Town for a one-year period ending January 12, 2017. This certification period allowed the Carlisle Zoning Board of Appeals to deny any Chapter 40B projects submitted during that period which did not meet local needs.

April to August 2016

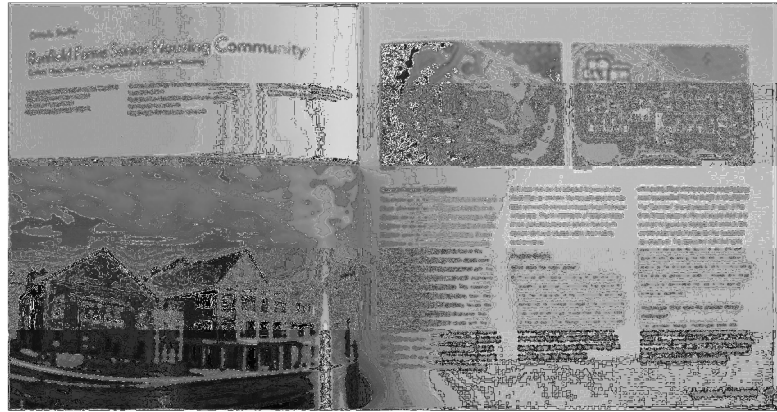
NOAH Benfield Farms Senior Housing Development: The Friends of the Council on Aging held their Annual Meeting at the development (for the third year in a row). The Carlisle Council on Aging donated a gas grill to the development. The Board of Health extended the Temporary Certificate of Compliance, with septic testing results for Benfield Farms continuing to meet local standards.

TILL Group Home duplex: The Housing Authority entered into a 95-year ground lease with TILL during this period, with rent set at \$1 a year, which amount was paid in full at time of execution. The Building Commissioner issued an Occupancy Permit for the group home in August. Also in August, the Board of Health issued Certificate of Compliance for the septic system for the group home.

Old Home Day: The Housing Authority held a successful visibility event and spoke with nearly 100 visitors, who stopped by to learn about the Housing Authority's existing projects and proposed future projects, and to share their perspectives on the need for different types of housing opportunities in the community. The Housing Authority developed a new outreach brochure for use during Old Home Day. Alan Lehotsky, Mark Levitan, Steve Pearlman and Elizabeth DeMille Barnett represented the Housing Authority at this event.

September to December 2016

NOAH Benfield Farms Senior Housing Development: The 2015 TD Charitable Fund grant for \$100,000 for solar panels came to fruition with the installation of the solar panels on the building. The American Institute for Architects (AIA) announced the publication of the *Design for Aging Review: 25th Anniversary: AIA Design for Aging Knowledge Community*, Cycle 13 (2016), with Benfield Farms recognized as one of the top fifteen projects in the "Special Recognition" category. The juried award publication is described as providing professionals with "[a] comprehensive review of architectural design trends for the aging [which] will become a reference for providers, developers, users, advocates, architects, interior designers, landscape architects, and other design professionals."



The Council on Aging (COA) reported that it held a Serving the Health Insurance Needs of Everyone (SHINE) Program in the Benfield Farms Community Room.

TILL Group Home duplex: Between September and October, TILL assigned professional staff to the group home and residents moved in. On November 3, 2016, TILL held an Open House for Carlisle leaders and community as well as Department of Developmental Services staff and TILL leadership. State Senator Michael Barrett, who is a member of the Massachusetts Legislative Disability Caucus, was one of several featured speakers. Senator Barrett described the TILL Group Home as being a model for future group home development in Massachusetts. The Housing Authority was represented by Mark Levitan, Alan Lehotsky and Carolyn Ing. Greg Peterson, former Chair of the Affordable Housing Trust also was a speaker. Karina Coombs, Chair of the Affordable Housing Trust, and William Risso from the Board of Selectmen also attended. The Open House was an opportunity for the Town to welcome the new residents as well as to meet their families and care givers. Some of the delicious refreshments served had been prepared by the new residents.

Policy and Program Development

Throughout 2016, the Housing Authority, through the Housing Coordinator, received inquiries for housing referrals/education on a near-daily basis. These inquiries were primarily questions about rental housing for seniors and non-age-restricted rental units.

Future Project Development

In 2016, the Housing Authority was approached by two property owners interested in selling properties which they hoped it might consider for affordable and/or mixed-income housing development. The Housing Authority greatly appreciated the property owner's consideration for this use, but found after careful analysis that the properties did not fit in with the Board's long-term plans. The Housing Authority continues to welcome property owners who may want to either donate, or offer for sale, property for future development.

Council on Aging:

In May, Elizabeth DeMille Barnett, AICP, Housing Coordinator participated in the Council on Aging Concord-Carlisle community access television show (CC-TV) with Philip Giffey, Executive Director of NOAH and Toby Kramer, Director of Real Estate for NOAH which

was hosted by Kerry Kissinger. The NOAH television segment highlighted the history of the Benfield Farms development's history and housing opportunities for seniors. Also in May, the Council on Aging invited Ms. Barnett as its guest at the May Executive Office of Elder Affairs Housing Training.

Carlisle Energy Task Force:

In August 2016, Ms. Barnett provided U.S. Census and DHCD information as well as other Town information resources in order to support the Carlisle Energy Task Force's state-mandated Green Communities Progress Report.

Affordable Housing Forum: A Community Conversation on Housing:

On November 5, 2016, an affordable housing forum was held in the Benfield Farms Community Room. The forum was attended by 35 Town residents, and served as an opportunity to present information and exchange views. The forum presentations were divided into two sessions.

The first session was a presentation by Alan Lehotsky, Vice-Chair, entitled "Affordable Housing 101," a primer on affordable housing, which provided the background for the need for affordable housing in Carlisle as well as the state's Chapter 40B law. His presentation included a scorecard as to how Carlisle currently stands with respect to these guidelines. The presentation included the three paths to a Chapter 40B "safe harbor" designation by the state: 1) if 10% of a town's total housing units are considered affordable per state guidelines; 2) if a municipality has built affordable housing on 1.5% of its total developable land or 3) for temporary "safe harbor" status, if the municipality has built 0.5% of affordable housing units in the last 12 months, or 1% in the last 24 months. For Carlisle, he noted that the "safe harbor" translated to nine units a year.

The second session was a panel discussion focused on Carlisle employer's needs for housing. Douglas Stevenson, former Selectman, Fire Chief David Flannery, Police Chief John Fisher, and Geoffrey Freeman, Clark Farm owner, discussed what types of housing options would be beneficial to their employees. Ms. Barnett also participated in the panel.

Inclusionary Zoning:

Mark Levitan, Chair, with assistance from Steven Pearlman and Ms. Barnett, developed an Inclusionary Zoning (IZ) Bylaw presentation which was given to the Planning Board at a joint meeting in November 2016. IZ is a local bylaw which requires either affordable housing development and/or a payment-in-lieu for subdivisions which pass a threshold of having a prescribed number of lots (generally six lots or more). In communities where this has been implemented, IZ has provided a new source of funds for the Affordable Housing Trust for the development of affordable housing to increase the number of affordable units on the towns' DHCD Subsidized Housing Inventory (Chapter 40B progress). The presentation included success stories from comparable communities, such as Lincoln and Stow, which have over ten years' experience with IZ. The Planning Board took no action regarding IZ after the Housing Authority's presentation. This remains a priority of the Housing Authority.

Accessory Apartment Bylaw Revision Committee: Steven Pearlman served as the Housing Authority representative on the Accessory Apartment Bylaw Revision Committee which had been proposed following the May 2016 Town Meeting.

The Accessory Apartment Bylaw Revision Committee held its first meeting in November 2016.

Carlisle Housing Authority Intern:

Ms. Anya Kaufman, an undergraduate student at Saint Andrews University, Scotland, majoring in Sustainability, worked with Ms. Barnett and Carolyn Ing as the Housing Authority's intern during the summer of 2016. Using U.S. Census information from 1910 to 2010, Assessor's information, MassGIS mapping imagery, and other town resources, Ms. Kaufman's research focused on the Town's housing development from a rural community to a developing suburb. Her research also looked at energy use and current residents' views of evolving land-use development patterns.

Massachusetts Housing Partnership – 2016 Housing Institute: The Housing Coordinator, along with a member of the Affordable Housing Trust participated in this institute, held in June.

Financial Summary – Fiscal Year 2016

Income:

General Budget Income:

July 1 2015 to June 30, 2016 Housing Authority Budget for office expenses, equipment and professional training.	\$500.00
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CPA Affordable Housing Development Appropriation Account Balances:

Name	July 1, 2015	June 30, 2016
Benfield Affordable Housing	\$10,108.64	\$10,108.64
CPA Grant 2014-1 Carlisle Affordable Housing Trust Authorized to the Housing Authority as Group Home Grant (11/17/2014)	\$60,489.27	\$8,265.26

Expenses

Housing Authority Town Budget	Balance as of July 1, 2015	Balance as of June 30, 2016	FY2016 Expenses
	\$500.00	\$0.00	\$500.00

Group Home Duplex CPA Appropriations

November 17, 2015— July 1, 2016 Group Home Grant	\$56,734.74
Total FY2016 Expenses	\$57,234.74

In closing this report, the Housing Authority would like to note that notwithstanding its successful year, its work on providing a range of housing opportunities for residents, their families and local workers is long from over. At its Affordable Housing Forum, the Housing Authority learned that there continues to be a need for rental and other housing opportunities for people working in Town such as its “on-call” firefighters, agricultural workers and others who work in Town and may want to live here. Data from the 2011-2015 American Community Survey (ACS) reinforced the fact that Carlisle is a predominantly wealthy

community with the majority of households earning over \$150,000 a year, but also with a significant minority of households earning less than \$49,999 (12.2%), and an estimated 4.4% of those age 60 and over with incomes at the poverty level.

Acknowledgements

The Housing Authority wants to take this opportunity to thank the Council on Aging and the residents of the Town of Carlisle for their ongoing support for the Benfield Farms and TILL Group Home projects. Numerous residents have called, written or stopped by Town Hall to offer suggestions and support for ideas for future projects and their ongoing affordable housing-related concerns. These suggestions assist the Housing Authority in its plans and we continue to encourage them.

We also acknowledge the vital contributions to the work of the Carlisle Housing Authority by Housing Coordinator Elizabeth DeMille Barnett, who celebrated her 10th year serving the citizens of Carlisle in 2016. Her professional expertise, knowledge and guidance make it possible for the Housing Authority to continue to make progress towards its mission.

Respectfully submitted,

Mark Levitan, Chairman (July to December 2016), Vice-Chair (January to June 2016)

Alan Lehotsky, Vice-Chair (July to December 2016), Chair (January to June 2016)

Steven Pearlman, Treasurer

Barbara Bjornson, Secretary

Carolyn Ing, Carlisle Affordable Housing Trust Representative

¹ The NOAH Benfield Farms project is a ground-lease development on a 4.39-acre portion of the Town-owned Benfield property that is owned by the Housing Authority. Benfield Farms, which opened in March 2014, consists of 26 units of senior rental housing. The project was funded in part by Town contributions totaling nearly \$100,000, including funding for master planning efforts and \$425,000 approved by Town Meeting for infrastructure development. These costs are in addition to the pro-rata share of the land purchase cost for the nearly 7-acres used (3 acres subterranean), which was \$2 million for the approximately 45-acre property. The total value of the Benfield Farms apartment development is over \$10 million.

¹ The Toward Independent Learning and Living, Inc. (TILL) Group Home duplex was developed on 1.36 acres of the Carlisle Affordable Housing Trust's 5-acre property, which was purchased by authorization of 2012 Special Carlisle Town meeting for \$590,000. Following a Town-wide Master Planning effort, in 2014 the Carlisle Affordable Housing Trust entered into a 99-year ground-lease with the Carlisle Housing Authority. In 2016, the Carlisle Housing Authority entered into a 95-year ground lease with TILL. The TILL group home duplex has nine bedrooms for nine disabled individuals who have now made this their "forever home." Each bedroom counts as one unit on Carlisle's SHI.

CARLISLE AFFORDABLE HOUSING TRUST

The Affordable Housing Trust Fund (Trust) was established by the Town of Carlisle, acting by and through its Board of Selectmen under the provisions of Massachusetts General Laws chapter 44 §55, through a Declaration of Trust (Declaration) made on October 24, 2006, and approved by vote of the 2006 Annual Town Meeting. The Trust is administered by seven Trustees, appointed by the Board of Selectmen.

The purpose of the Trust is to provide for the preservation and creation of affordable housing in Carlisle. The Declaration authorizes the Trustees to acquire by gift, purchase or otherwise, in accordance with procedures set forth in the Declaration, real estate and personal property, both tangible and intangible, of every sort and description in furtherance of this purpose.

In June 2016, the Trust accepted the resignation of Trustee E. Lyn Lemaire. Also in June, Luke Ascolillo and William Risso were appointed as Trustees by the Board of Selectmen. In October, Kerry Kissinger was appointed as Trustee by the Board of Selectmen. In November, Trustee Karina Coombs was re-elected Chairman of the Trust and Trustee Carolyn Ing was re-elected Vice Chair.

This Annual Report highlights the activities of the Trust during 2016. During the year, the Trustees held five meetings, the agendas and minutes for which are on file with the Town Clerk. The activities of the Trust are summarized briefly below, in chronological order:

January to April 2016

Toward Learning and Independent Living, Inc. (TILL) Group Home:

In September 2015, the Trust had voted to authorize reimbursement to TILL for up to \$20,000 in project permit fees in continuing support of the project, including up to \$13,000 for the Building Permit fee to the Town. In January 2016, TILL received its Building Permit.

760 CMR 56 (1.5% General Area Minimum):

In February, Mark Levitan, Chair of the Carlisle Housing Authority (CHA) was invited to give a presentation to the Trust on what was required for “the 1.5%” path to meeting the Town’s Chapter 40B affordable housing requirement.

Open Meeting Law Violation Complaint Filed:

On December 4, 2015 E. Lyn Lemaire, Board of Selectmen and Trustee, had filed an Open Meeting Law violation notice of complaint with the Town Clerk. With the assistance of Town Counsel, the Trust responded to the complaint on December 21 to the Office of the Attorney General. On January 27, 2016 Ms. Lemaire filed an Open Meeting Law complaint with the Massachusetts Attorney General’s Office. The Massachusetts Attorney General’s Office found that the Trust had not violated Open Meeting Law and notified them with a letter from Kevin M. Manganaro, Assistant Attorney General, dated March 30, 2016.

May to August 2016

TILL Group Home: TILL continued construction of the duplex nine-bedroom group home. In August, the Building Commissioner issued an Occupancy Permit. Also that month, the Board of Health issued a Certificate of Compliance.

Benfield Farms: In June, the Board of Health issued a second Temporary Certificate of Compliance permit for the septic system. In June, the Friends of the Carlisle Council on Aging held their third Annual Meeting at the development.

Massachusetts Housing Partnership 2016 Annual Housing Institute:

One Trustee received training on affordable housing development at this two-day event.

Carlisle Elderly Housing Association (CEHA) Village Court unit affordability preservation and subsidy: In August, following a meeting with the CEHA Board Chairs, the Trust authorized funds for the procurement of special legal consulting services to be used by the CEHA, Trust and CHA to provide assistance with preserving unit affordability as well to explore options for renewing the developments U.S. Department of Housing and Urban Development and U.S.D.A Rural Development subsidies.

September to December 2016

TILL Group Home: In October, the TILL group home was fully occupied. In November, TILL held an Open House which was open to the community; State Senator Michael Barrett was a featured speaker and three Trustees attended.

Benfield Farms: In November, the American Institute of Architects (AIA) juried Design for Aging award was published in the *Design for Aging Review: 25th Anniversary: AIA Design for Aging Knowledge Community, Cycle 13* (2016), with Benfield Farms being awarded as one of the 15 top “Special Recognition” projects nationally. In September, NOAH notified the Town that the \$100,000 grant from the TD Charitable Fund, had been used to purchase and install rooftop solar panels at Benfield Farms. NOAH reported that the senior housing rental development continued to be 100% occupied throughout the year.

Massachusetts Housing Partnership Municipal Trust Workshop: In December, one Trustee participated in this training session for affordable housing trusts.

Financials

2014-1 and 2015-1 TM CPA Grants: As authorized, the Trust used funds from 2014-1 to assist with TILL Group Home permitting costs. In Fiscal Year 2016, the Trust used funds from the 2015-1 Grant to train Trustees for their work, as well as to implement authorize funding for the CEHA affordable unit preservation and subsidy renewal initiative.

Income:

CPA Affordable Housing Development Appropriation Account Balances, FY 2016:

Account	Balance as of	
	7/1/2015	6/30/2016
Community Housing (CPA – 2014-2 TM)	\$50,000.00	\$0.00*
Affordable Accessory Apartment Program	\$90,000.00	\$90,000.00
338 Bedford Road development (CPA - 2013)	\$5,431.28	\$5,431.28
338 Bedford Road Development (CPA – 2014-1)	\$54,590.50	\$39,730.89**
Banta-Davis Wastewater Treatment tie-in and Traffic Studies	\$15,414.58	\$15,414.58
Earnings on Investments inception to date	\$3,888.90	\$4,107.01

*2014-2 was retracted in full by the Community Preservation Committee, following the approval at the April Town Meeting of 2015-1 for \$50,000 of Community Housing Funds (non-designated) for FY16.

**\$65,000 transfer authorized to the Carlisle Housing Authority on 11/17/2014 to be used for the 338 Bedford Road development.

Expenses

Fiscal Year 2015 CPA Affordable Housing Development Appropriation – Expenses

Purpose/Description	Amount
Affordable Accessory Apartment Program	\$0.00
338 Bedford Road development (CPA – 2013 TM)	\$0.00
Banta-Davis Wastewater Treatment tie-in and Traffic Studies	\$0.00
338 Bedford Road Development (CPA – 2014-1 TM)	\$14,859.61
Earnings on Investments	\$0.00

Acknowledgements:

The Trust would like to thank the following individuals for their support of our endeavors during the past year: State Senator Michael Barrett; President and Founder of TILL, Inc. Dafna Krouk-Gordon; Kathleen O'Donnell, Esq.; Members of the Carlisle Housing Authority; Chair of the Carlisle Elderly Housing Association Margaret Franklin; Carlisle Council on Aging Director David Klein; Carlisle Council on Aging Outreach and Program Manager Angela Smith. Special thanks to Carlisle Housing Coordinator Elizabeth DeMille Barnett for her continued support of this board and her professionalism, knowledge and dedication.

Respectfully submitted,

Karina Coombs, Chair, trustee

Carolyn Ing, Vice-Chair, Carlisle Housing Authority, trustee

Luke Ascolillo, trustee (July through December 2016)

Nathan Brown, Board of Selectmen, trustee

John Gorecki, Board of Selectmen, trustee (January through June 2016)

E. Lyn Lemaire, Board of Selectmen, trustee (January through June 2016)

Kerry Kissinger, Board of Selectmen, trustee (October through December 2016)

Claude von Roesgen, Board of Selectmen, trustee

William Risso, Board of Selectmen, trustee (July through December 2016)

COUNCIL ON AGING

Mission

The mission of the Council on Aging (COA) is to provide advocacy and support services to help Carlisle seniors live dignified and independent lives. The COA strives to continually improve the quality of life for Carlisle residents age 60 years and older, by identifying the needs of the population and matching available resources, both public and private, to meet those needs.

What is the Council on Aging?

The Council on Aging is a human services department within the Town of Carlisle with a volunteer Board of Directors who are appointed by the Carlisle Board of Selectmen. Established under Massachusetts General Laws, Chapter 40, Section 8B, Councils on Aging plan and implement programs designated to meet concerns of the aging in coordination with programs of the Massachusetts Department of Elder Affairs.

Along with the policy direction, advice and support of the Council on Aging Board of Directors, the COA implements a multitude of programs for the benefit of Carlisle seniors and other residents to provide for social interaction, physical exercise and intellectual and cultural stimulation. The COA also coordinates with area organizations such as Minuteman Senior Services to improve health and safety through direct outreach and education.

Who we serve?

As our name implies, the Council on Aging was chartered to serve Carlisle's older adult population. In Massachusetts the older adult/senior cohort is considered anyone age 60 and over. As shown below, approximately 83% of the time that is indeed who we serve. However, sometimes social service needs, such as food or fuel assistance, and the value of intergenerational programming trumps all and our services extend to younger age groups. The following is a high level breakdown of participant demographics for those who took place in our programs during 2016:

Age 60 +	83%	Under Age 60	17%
Female	66%	Male	34%
From Carlisle	75%	Out of Town	25%

Due to the maturation of the "Baby Boom Generation" Carlisle, like most towns, has seen an increase in our age 60 and over population. According to current Town Clerk records, the distribution of Carlisle's older adult age population at the end of 2016 stood at:

Age 40 +	60%	3,070 residents	Total Population = 5,123
Age 50+	46%	2,352	(not including 112 whose
Age 60+	27.5%	1,409	birthdates were unknown at
Age 70+	10%	509	the end of 2016)

Age 80+	3.4%	176
Age 90+	0.5%	24

What we do: COA services include but are not limited to: Outreach, Transportation, Meals on Wheels, Senior Tax Workers, Nutrition, Health & Exercise as well as working to prevent cases of isolation through our *Friendly Visitor/Friendly Caller* program and coordination of other social services such as Medicare/Healthcare assistance and our durable medical equipment lending program, which are both coordinated through Carlisle volunteer SHINE counselor Clyde Kessel (SHINE stands for: Serving the Health Information Needs of Everyone).

It is also not uncommon for the COA to lend assistance to non-senior Carlisle residents, especially in the areas of food or fuel assistance. COA volunteers Gio DiNicola aids COA staff members in assisting Carlisle residents fill out food & fuel assistance applications while Clyde Kessel coordinates our Medical Equipment program (among other things). Gio and Clyde are but two of over 100 volunteers that lend a hand to the COA to help fellow Carlisle residents. We could not do what we do without them.

The following charts detail some participation numbers for the COA's programs from 2016 and comparative figure from 2012 to 2016. The participation numbers have gone up about 10.5% annually or about 42% over four years.

Annual Comparisons of COA Programs & Services Provided

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Number of Participants:	551	663	719	781
Services Provided:	9,391	10,081	9,862	12,094

How much we do: COA Database Numbers for Calendar 2016

Overall Broad Categories of Service	<i>Activity Count</i>	<i>Unique Participants</i>
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COA Event Participation

Community Education	293	172
Nutrition (lunches, etc)	2,317	410
Cultural Events	638	232
Fitness/Exercise	2,568	87
Health Screening	311	123
Recreation/Socialization	680	220
Other Programs (ex. Interg Poetry)	129	34

Event Participation Sub-Total	6,936	644
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*Note – Unique participants were calculated for each category but often overlap between categories with the result that the overall number of participants cannot be calculated by simply adding the participant numbers from each individual category.

Outreach –During calendar year 2016, along with our volunteers, COA staff members Angela Smith, Deborah Farrell, Linda Cavallo-Murphy and Miriam Fleurimond averaged 574 client calls or meetings per month; more than an 18% increase in volume from the prior year and 67% over the past four years. Below is a breakdown of the type of first hand contacts that COA staff has had with Carlisle residents; not including additional help that is provided by Licensed Social Worker, Peter Cullinane.

Annual Comparisons of COA Outreach – Staff Contacts

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Monthly Average:	344	394	485	574
Annual Totals:	4,123	4,723	5,820	6,635

2016 Annual Contact Statistics Annual Monthly Averages

Case Mgmt/Advocacy/Outreach	2,872	239
General Information	1,357	133
Volunteer Activity Coordination	645	54
Program Planning	387	32
Misc/Other (ex: employment assistance)	323	27
Senior Friendly Calls/Visits (Volunteers)	258	22
Senior Tax Worker	199	17
Food or Fuel Assistance – Seniors	168	14
Medical Equipment lent to Seniors*	123	10
Senior Visits (Outreach)	95	8
SHINE (Medicare & Health assistance)	57	5
Contractor Communication	53	4
Yard Work	44	4
Food or Fuel Assistance – Non-Seniors	24	2
Legal Assistance Referrals	22	2
Medical Equipment lent to Non-Seniors*	8	1
Total	6,635	574

Transportation/Trips – In 2016 the COA, through Transportation Coordinator Deborah Farrell, helped arrange more than an average of 207 rides per month to 161 different people (rides are defined by state transit authorities as one-way trips), which was an 11% increase from 2015, and almost a 42% increase over four years. Most rides were to medical appointments, COA events, or shopping trips. Rides also included visits to local museums, plays and other events that were coordinated by COA Trip Volunteers Joanne Willens and Lillian Debenedictis. About 5% of the rides were provided through our volunteer network of *Friendly Drivers*.

Transportation Services – Annual Comparisons of Rides Provided

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Monthly Rides:	146	165	186	207
Total Rides Provided:	1,759	1,987	2,236	2,490
Number of Riders:	147	143	150	161
to including non-COA-Booked Outside Vendor (Flow Transportation) Rides				

Volunteers

COA staff, led by Outreach & Program Manager Angela Smith, Transportation Coordinator Debbie Farrell who also handles Meals on Wheels, and COA Administrative Assistants Linda Cavallo-Murphy and Myriam Fleurimond, coordinated the efforts of 160 individuals in 2016, providing 4,480 hours of volunteer service that saved the Town about \$56,700 in wage

Communications – One of the strengths of Carlisle’s Council on Aging is the strong mix of communications media utilized, including:

Hardcopy Monthly Newsletter – The *Carlisle Connection* is a twelve-page print newsletter that is delivered free of charge to over 900 seniors ten months of the year. Sponsorship in the form of ads in the newsletter help our publisher cover the cost of printing, and mailing costs are borne by a combination of Town and grant funding from the State, the Community Chest, and our terrific Friends of the Carlisle Council on Aging group!

COA Email Newsletter(s) – Supported by COA staff and principal production volunteer, Maxine Crowther, 2016 marked the first full calendar year for two email newsletters that first debuted in 2015. *Bits & Bytes* is a summary of COA events and activities that’s updated and produced weekly and *News You Can Use* is a variation of the email communication that goes out regularly on the 1st & 3rd Tuesday of the month to give people a heads-up about informational material that is non-date dependent in nature.

Carlisle Mosquito - COA staff and board members contribute articles, notices and letters to the *Mosquito*. Long-time COA Board member Verna Gilbert and COA Associate Helen Lyons also work as volunteers at the *Mosquito*.

Cable Television – The Council on Aging records a cable television show monthly via Concord Carlisle Cable Television (CCTV). In 2016 the program was hosted by a rotation that included longtime host Bert Williams, former Selectman Tim Hult, Friends of the COA vice-chair Kerry Kissinger, and COA Board Member Jerry Lerman. With grateful assistance from CCTV staff, the show was produced by COA volunteers: Donna, Abha Singhal, Reuben Klickstein and Bill Churchill.

How We Are Funded? - The Council on Aging is supported through the Carlisle Town budget, a departmental revolving fund for donations and fees, and a combination of grants, led by the *Friends of the Carlisle Council on Aging* (FCCOA), which is a 501c (3) non-profit organization devoted to helping Carlisle Seniors. Grant support was also provided by the *Concord-Carlisle Community Chest*, the *Executive Office of Elder Affairs* through its State Formula

Grant program, and the *Carlisle Cultural Council*. Lastly, the Carlisle COA also received a grant through the Town's affiliation with the Lowell Regional Transit Authority (LRTA). The COA gratefully acknowledges the help and support of all of these generous organizations.

Council on Aging Staff & Funding

COA Director (David Klein) – full-time - funded through the general town budget

Outreach & Program Manager – (Angela Smith) full-time – town budget

Transportation Coord (Debbie Farrell) - 25 hours/wk – town budget and LRTA*

Administrative Assistant (Linda Cavallo-Murphy) – 12-16 hours/week – town budget

Administrative Assistant (Miriam Fleurimond) – 6-8 hours/week – town budget

Lic. Social Worker (Peter Cullinane) - 8 hours/wk - Town Meeting Article and grant**

Part-time drivers (Carl Cline, Pete Dumont, George Payne, Dick Russell, Dana Smith & Bert Williams) about 30 hours per wk – Town budget and LRTA grant*

* LRTA = Lowell Regional Transit Authority

**CCCC= Concord-Carlisle Community Chest

COA Highlights & Changes during 2016

COA - Long Range Plan (LRP): In 2016 the COA's Long Range Planning Committee members worked on a streamlining project in order to more easily document successes, review goals that are still being worked on, and more easily update the LRP from year to year. During the year, the COA Road Race Committee continued an important LRP Marketing & Communication goal of sponsoring a community event to raise awareness of the Council on Aging as a vibrant part of Carlisle in the minds of all age groups by hosting the 2nd Carlisle Intergenerational Road Race. Progress was made on another LRP front as members of the newly formed COA Space Committee visited several local senior and community centers and met to discuss next steps towards the creation of a Senior/Community Center, including the possibility of requesting funding for the creation of a feasibility study for a new building on up to three Carlisle sites. The original 2015-2019 COA Long Range Plan can be seen on the COA page of the Town Website.

Intergenerational Collaborations: In 2016 the Carlisle COA built on the roots of the 2015 designation of Carlisle as a *Best Intergenerational Community* (by Generations, Inc.) by continuing to pursue opportunities to collaborate across the lifespan. Several Community Conversation, Cultural presentations, and Support Groups were moved to evening hours so that working age adults could attend and bring their children or grandchildren as appropriate and as interests coincided. Our locally famous intergenerational poetry program led by Patti Russo at Concord-Carlisle High School enjoyed another impactful spring session. And, in the fall the COA sponsored the a 2nd running of the Carlisle Intergenerational Road Race with about 200 participants spanning nine decades.

The event was once again held on Veterans Day, bringing together Carlisle residents and participants from Concord and other local towns for a morning of remembrance and multi-

generational family connectivity. The COA Road Race Committee did an awesome organizational job. The day began with a flag raising ceremony led by Carlisle's Veterans with participation by the Boy Scouts outside of FRS, before those who were running or walking in either the one mile or the 5 kilometer races. Our thanks again to the Concord Carlisle Community Chest for financial support and to Ferns for helping with water and coffee supplies.

Intergenerational quality time kicked into high gear during the summertime as the COA worked with RecCom and other partners such as the Audubon Society and our local farms programs to present programming with our animal friends including: Birds of Prey, a Nigerian Goat Walk, and a visit with Rescued Arabian Horses.

Transportation Initiatives – In 2016 the COA and a local transportation, livery service vendor called Flow Transportation collaborated to introduce Carlisle's new Pilot Transportation program, which served to increase the scope of time and distance that Carlisle's handicapped and senior residents have to *accessible*, public transportation rides. A voucher program supports the Pilot Programing through funding authorized at Town Meeting in the spring of 2014. Information about the program is available at: www.carlislematransportation.com.

Senior Housing: The COA continued to build bridges in and among the senior housing facilities in Carlisle. In 2016, Carlisle's senior housing venues hosted numerous COA activities and services on a regular basis. Village Court's Sleeper Room played host to COA sponsored Men's & Women's Breakfasts and monthly Coffees, which include Blood Pressure Clinics. Likewise, several other COA sponsored programs and services were held at Benfield Farms on a regular basis, including: Yoga classes, French Club, and bi-monthly Podiatry Clinics plus the Annual Meeting of the Friends of the Carlisle COA.

Special thanks must be extended to our Council on Aging Board members, who are so often at the core of our volunteer efforts, and without whom much of what we do would not be possible. The COA Board as of the end of calendar 2016 included:

COA Board Members

Donna MacMullan Chair
Abha Singhal, Vice Chair
Walter Hickman, Treasurer
Kathy DeVivo-Ash, Co-Secretary
Giovanna DiNicola, Co-Secretary
Maxine Crowther
Peggy Hilton
Reuben Klickstein
Jerome Lerman

COA Board Associates

Elizabeth Acquaviva
John Ballentine
Verna Gilbert
Helen Lyons
Jean Sain
Ann Quenin

More Special Thanks - In the spirit of collaboration often seen in Carlisle, it is common for the Town's departments to work together. Examples are too numerous to remember! The COA works with the Police Department (PD) to help prevent scams and identify isolated and frail seniors who may benefit from a program called R U OK, in which the Carlisle PD provides a

daily check-in telephone call. Similarly, the COA, in collaboration with the Town's Local Emergency Planning Committee, works with the Fire Department to manage a "special needs" list of residents who wish to be contacted during severe weather or other emergencies where they may need assistance.

The COA works with the Housing Authority coordinator on affordable housing and the Health Department on flu clinics and other health initiatives such as applying for a CHNA 15 grant to conduct a Community Needs Health Assessment. The COA and the Gleason Library have a particularly close working relationship, often coordinating and co-sponsoring cultural and community activities such as the monthly *Community Conversations*. The Friends groups of both the Library and the COA work together to co-fund programs in Carlisle. And the Concord Carlisle Community Chest helps co-fund our part-time Licensed Social Worker and other important programs. We want to thank all of our Town Hall and other department personnel who so often render assistance and care for the community.

HISTORICAL COMMISSION

The main role of the Carlisle Historical Commission (CHC) is to act as the Historic District Commission for the Carlisle Historic District, which primarily includes the town center, and to act as the Historical Commission for the town as a whole. The membership of the Historical Commission is prescribed by Article 9 of the Carlisle General Bylaws, and consists of 5 members and up to 3 alternate members to be appointed by the Selectmen. The membership must include at least one architect and a nominee from the Carlisle Planning Board.

The Historic District and Historical Commission were created to preserve and protect the distinctive characteristics and architecture of buildings and places that are significant in the history of Carlisle; to maintain and improve the settings for such buildings and places; and to encourage designs compatible with the character of the Historic District.

In its role as the Historic District Commission, the CHC receives, hears, and rules on applications for alterations to the exterior of structures within the Historic District, and alterations to hardscaping (paving, stone work, etc.) on a property. During 2016, the CHC reviewed ten new applications, and issued ten Certificates of Appropriateness. The applications reviewed by the Commission included:

- Reviewed, modified and approved an application for resurfacing of the pathway within the Infinity Garden located to the rear of the First Religious Society property.
- Reviewed and approved an application for replacement of sliding windows on a 3-season porch at a home within the Historic District.
- Reviewed, modified and approved an application for installation of a side entrance walkway, and replacement of a shed at a property within the Historic District.
- Reviewed modified an approved an application for small signs to be placed in the parking area at two different properties within the Historic District
- Reviewed and approved an application for installation of a section of the Carlisle Pathways Plan running from the Bedford Rd end of the Gleason Public Library crosswalk to the intersection of East Street, and a subsequent application for an amendment to the pathway plan. .
- Reviewed, modified and approved an application for replacement of the Town Hall sign adjacent to the east side of the entry driveway to Town Hall, within the Historic District.
- Reviewed and approved an application for installation of a children's cedar wood play set at the rear of a property within the Historic District.
- Reviewed, modified and approved an application for modification of previously approved plans for reconstruction of a historic Town Center house "in kind." While originally an application had been made to renovate the structure, it was subsequently determined by the applicant, and agreed by the Commission, that renovation was not feasible.

The CHC also held informal discussions on several of these applications before the formal hearing – a process that the Commission continues to encourage in order to provide guidance to the applicant and to streamline the hearing process.

The Carlisle Energy Task Force met several times with the CHC to discuss details of replacement of all streetlights in town by new LED street lights. The town had received a Green Energy grant for this work. The Commission worked with the Task Force to help assure an appropriate light level for the streetlights within the Historic District, and it was agreed that the intensity of these lights would be dimmed compared to those in other areas of town.

CPC projects

Central Burying Ground: In January 2016, the CHC applied for a CPC grant to develop a comprehensive Preservation Plan for the Central Burying Ground on Lowell Street, within the Town's Historic District. This application was based upon a joint proposal submitted at the Commission's request by Martha Lyon Landscape Architecture and Fannin-Lehner Preservation Consultants, for historic preservation of the site. At Town Meeting on May 9, 2016, the Carlisle Historical Commission was awarded \$20,000 from the CPC's Historic Reserve Fund for development of a multifaceted Preservation Plan which would include a landscape assessment of the site, a tree inventory and assessment, a structural assessment of stone walls and other structural features within the site, and a complete gravestone assessment.

During the development of the comprehensive Preservation Plan, the consultants met with the CHC numerous times in 2016 to discuss the details of the plan as it developed, and a completed Preservation Plan was presented to the Commission in November, with the final Plan formally submitted in December. A public information session was planned for January 2017.

The Central Burying Ground Preservation Plan includes a detailed historical narrative, chronology of the site, and bibliography, a landscape assessment, a complete tree inventory and assessment, a structural assessment, and a complete gravestone assessment, and detailed recommendations for preservation in each category. The Preservation Plan will also address a list of items and concerns specified by the Commission.

Town Document Preservation: During 2016, the CHC reviewed the many volumes of historic town records maintained by the Town Clerk's office. The Commission and the Town Clerk discussed possible preservation methods for these volumes, which contain many vital statistics of town residents dating back to the 1800s and some into the 1700s. The Commission heard a detailed presentation of the possible preservation methods by an experienced document preservation consultant, and agreed upon an approach, and an application for CPC funding for preservation of a first portion of the volumes was prepared for submission in January 2017.

During 2016, the CHC addressed three matters of enforcement for work within the Historic District involving changes visible from a public way for which no application was made to the Commission. These concerned signage, exterior work to the residence, and changes in hardscaping.

The Historical Commission added a second Alternate Commissioner in 2016 with the appointment of Historic District resident Kathy Keller who is herself a student of historic preservation. Gretchen Caywood continues as the Commission's Administrative Assistant, with 2016 being her tenth year in that role.

The CHC extends its sincere thanks and appreciation to all those who have worked diligently to preserve the historic character of Carlisle, and particularly to the residents of the Historic District for their appreciation of the historical importance of the Town Center.

Neal Emmer, Chair

Members:

Geoffrey Freeman

Jack O'Connor

Annette Lee

Ed Rolfe

Alternate Members:

John Lyons

Kathy Keller

ZONING BOARD OF APPEALS

2016 was another busy year for the Zoning Board of Appeals. The Zoning Board of Appeals (ZBA) met 21 times, 2 Executive Sessions, 18 new applications and 1 40B remanded application were reviewed including 11 special permit applications and 7 variance requests as prescribed in Massachusetts General Laws (M.G.L.) Chapter 40A (The Zoning Act) and the Town's Zoning Bylaws. Four hearing were held in accordance with the Massachusetts General Law (M.G.L.) Chapter 40B and the Housing Appeals Committee's Ruling on Appellant's Request for Project Change, as Amended and on Board's and Intervener's Request for Remand dated June 30, 2016.

The ZBA consists of three Full Members that are appointed by the Board of Selectmen. Additionally, the Board of Selectmen may appoint up to four Associate Members to serve on the ZBA. Associate Members may attend all ZBA hearings and can serve as a Full Member when a regular Member or Members cannot sit for a particular hearing. All ZBA hearings are open to the public and are typically held the first Monday of the month at Town Hall when there is a petition to be heard. All hearings are advertised in the Concord Journal, Lowell Sun or Carlisle Mosquito for two consecutive weeks prior to the hearing. Additionally, the ZBA hearing is posted on the Town Clerk's Bulletin Board no less than fourteen days in advance of the scheduled hearing. *The Rules and Regulations of the Town of Carlisle Zoning Board of Appeals* and the *Town of Carlisle Zoning Bylaws* are available from the Office of the Town Clerk for a nominal fee. These documents are also available on the official Town of Carlisle website, www.carlislema.gov, under the "Boards and Committees" menu.

The ZBA is charged with granting variances and certain special permits as identified in the *Town of Carlisle Zoning Bylaws*. Additionally the ZBA is charged with the issuance of comprehensive permits as prescribed in Massachusetts General Laws (M.G.L.) Chapter 40B. The ZBA is not charged with the enforcement of the Town's Zoning Bylaws. Rather, the Building Commissioner has the initial responsibility for interpreting and enforcing the zoning bylaws. This responsibility includes the duty to enforce the conditions of a variance or special permit issued by the ZBA. If a townsperson has reason to believe that the Zoning Bylaws or conditions directed under a special permit or variance are not being complied with, the appropriate process is to make a written request to the Building Commissioner to enforce the Zoning Bylaw or conditions in question. The Building Commissioner's decision is subject to review by the ZBA.

In 2016, the Board granted 11 special permits and 6 variances. During 2016, the ZBA met 11 times to consider the changes to a comprehensive permit application, of which, 4 of those meetings were public hearings and 7 were continued without testimony. Table 1 provides a summary of the petitions heard by the ZBA. Table 2 summarizes the outcomes of each petition heard by the ZBA during 2016. Table 3 provides a list of all active special permits and includes the expiration date for each one.

The Board would also like to offer our sincerest thanks and appreciation to the other Town departments, staff and Boards that have provided their guidance and leadership upon various occasions.

Looking forward, the Board, in its adjudicative role in support of land-use planning for Carlisle, will remain mindful of its responsibilities to be fair and equitable in the application and administration of local and State zoning ordinances.

Members:

Travis Snell, Chair

Manuel Crespo, Clerk

Martin Galligan

Steven Hinton, Associate

Lisa Davis Lewis, Associate

Table 1 : 2016 Petitions heard by Zoning Board of Appeals

	Granted	Denied	Withdrawn	Extended/Review	Active
Petitions for Variance	6				1
Applications For Special Permits	11				
Comprehensive Permits					
Comprehensive Permits Modifications					1
Appeals of Administrative Decision					
Earth Moving					
Total	17				2

Table 2 – 2016 Zoning Board of Appeals Hearings

Applicant	Date of Hearing	Date of Decision	ZBA Action	Expires
Jeffery Brem	8/8/16 8/29/16 9/12/16 9/19/16 10/4/16		Continued public hearing for the application of Lifetime Green Homes, LLC to allow for the development of 20 units on 9.84 acres under	

	10/17/16 11/3/16 11/21/16 11/28/16 12/5/16 12/21/16		M.G.L. Chapter 40B at 100 Long Ridge Road	
Rich Stoppe	2/1/16	2/15/16	Grant Variance under Zoning Bylaw Sections 4.2.1 and 7.5 for relief from street line to build a garage at 33 Timothy Lane	
Richard and Nancy West	3/7/16	3/21/16	Grant Variance under Zoning Bylaw Sections 4.3.2 and 7.5 for relief from lot line to build a garage at 532 South Street	
Andrew Kennedy	4/4/16 5/2/16	5/16/16	Grant Variance under Zoning Bylaw Sections 4.3.2 and 7.5 for relief from lot line to build a two story garage with studio at 58 Wolf Rock Road	
Amy Joannes	5/2/16	5/16/16	Grant Special Permit under Zoning Bylaw Section 6.3 to install a swimming pool on a non-conforming lot at 730 South Street	
Peter Fardig	5/2/16	5/16/16	Grant Variance under Zoning Bylaw Sections 4.2.1 and 7.5 for relief from street line to build a deck at 7 Audubon Lane	
Kevin Walker	6/6/16 7/11/16	7/25/16	Grant Special Permit under Zoning Bylaw Section 3.2.2..9 to operate a landscape business at 305 Rutland Street	6/15/17
Anna Nerenberg	6/6/16	6/20/16	Grant Special Permit under Zoning Bylaw Section 6.3 to replace deterioration brick steps on a non-conforming lot at 43 Peter Hans Road	
Tayler Pitkin	6/6/16	6/20/16	Grant Special Permit under Zoning Bylaw Section 6.3 to build a shed on a non-conforming lot at 130 Prospect Street	
Eric Adams	7/11/16	7/25/16	Grant Special Permit under Zoning Bylaw Section 6.3 to increase the footprint of the existing building on a non-conforming lot at 21-23 Bedford Road	
Kathy and	8/1/16	8/15/16	Grant Special Permit under Zoning	

Seth Plavner			Bylaw Section 6.3 to extend the non-conforming use of a non-conforming structure at 149 Judy Farm Road	
Dorothy Harris	10/3/16 11/7/16	11/21/16	Grant Variance under Zoning Bylaw Sections 4.3.2 and 7.5 for relief from the lot line to build a garage at 275 Nowell Farm Road	
Peter Donohoe	10/3/16	10/17/16	Grant Special Permit under Zoning Bylaw Section 3.2.2.9 to teach small workout classes at 41 Trillium Way	10/4/17
Nadia Puttini	10/3/16	10/17/16	Grant Special Permit under Zoning Bylaw Section 3.2.2.9 to conduct yoga classes at 581 Rutland Street	10/4/17
Cyrus Vatan	10/3/16	10/17/16	Grant Special Permit under Zoning Bylaw Section 6.3 to increase non-livable floor space on a non-conforming lot at 667 East Street	
Robert Kvietkauskas	11/7/16	11/21/16	Grant Special Permit under Zoning Bylaw Section 3.2.3.1.6 for the continued operation of Carlisle Insurance Brokerage at 50 School Street	11/7/21
Kevin Walker	11/7/16 11/21/16	12/5/16	Grant Special Permit under Zoning Bylaw Section 3.2.2.9 for the continued operation of a landscape business after SP1606 was revoked for non-compliance at 305 Rutland Street	11/21/18
Max O. von Der Heydt	11/7/16 12/5/16 12/21/16	1/4/17	Grant Variance under Zoning Bylaw Sections 7.5 and 4.3.2 for relief from the lot line to build a garage at 45 Hemlock Hill Road	
Joachim Fiedrich	12/5/16 12/21/16		Continued to 1/9/17	

Table 3 – 2016 Zoning Board of Appeals Active Permits

Name	Location and Type of Permit	Expiration Date
Scott Jenney	Landscaping Business 303 Brook Street Special Permit	4/1/20

*This permit requires periodic review of conditions for adequacy, without which the permit expires prematurely. The first date is the expiration date for the permit the asterisked date is the premature expiration date if no review of conditions has been applied for by the business

Julie MacQueen	Confectionery manufacturing Business at 45 Bedford Road Special Permit	4/7/18
Kevin Walker	Landscaping Business 305 Rutland Street Special Permit	11/21/18
Robert Kvietauskas Carlisle Insurance Brokerage	Professional Office 50 School Street Special Permit	11/7/21
Kevin Stacey	Landscaping Business 570 West Street Special Permit	4/2/17
Red Magnolia Realty Trust William and Dean Luther Carlisle Auto Body	Automotive Body Repair Shop 673 Bedford Road Special Permit	11/1/17
Angelo and Lillian DeBenedicts	Day Care Center 3 Carleton Road Special Permit	6/1/18
D-Kon Realty Trust Richard DeFelice Robert Koning	Building for the U.S. Post Office 70 Bedford Road Special Permit	6/30/18
H. La Rue Renfroe Assurance Technology	Professional Offices 84 South Street Special Permit	No date; Review *2/6/19
The Red Balloon First Religious Society	Preschool 27 School Street Special Permit	4/1/19
Katheryn Dennison	Riding Academy and Stable 78 Sterns Street Special Permit	4/1/19
Peter Donohoe Donohoe Training at The Barn	Training classes 41 Trillium Way Special Permit	10/4/17
Nadia Puttini	Yoga classes 518 Rutland Street Special Permit	10/4/17

**PUBLIC SERVICES
AND
SAFETY**

POLICE DEPARTMENT

To the citizens of Carlisle, I am honored to present this report detailing the work accomplishments and achievements of the Carlisle Police Department for the year 2016.

The Police Department utilizes traditional enforcement methods, Community Policing concepts, and Problem Solving strategies to combat crime in Carlisle. The Police Department employs ten (10) full time sworn officers and ten (10) part time sworn officers to deliver and exceptional level of law enforcement services to our community. From January to December 2016, the Police Department handled 14,031 calls for service, a decrease of 562 calls when compared to 2015. Our mission remains: “ To provide professional police service in partnership with the community through mutual respect and cooperation.” Our department takes a proactive approach to solving crimes as well as deterring them before they happen.

We appreciate the support of our community partners including: the citizens of Carlisle, town departments, The Central Middlesex Police Partnership (CMPP), Communities for Restorative Justice (C4RJ), Domestic Violence Victim Assistance Program, and the Northeast Massachusetts Law Enforcement Council (NEMLEC).

Our safety seat installers continued to provide his expertise and training for any resident interested in the proper installation of a child seats. Over the past year, they installed over 17 child seats. We also assisted other towns with this program.

Department members received important annual use-of-force and firearms training. Our sworn members attended a 4 day annual in-service training at the Lowell Police Academy. Some of the specialty training received by members included: interviewing school, NEMLEC SWAT & RRT training, International Association of Chiefs of Police conference, detective updates, evidence storage, and marijuana laws.

There are sixty-one cities and towns that make up the Northeast Massachusetts Law Enforcement Council (NEMLEC). Carlisle has been a member of the organization since 2003. Regional law enforcement councils provide an effective resource for towns and cities of all sizes. NEMLEC provides assistance to member communities with Special Weapons & Tactics (SWAT), Regional Response Team (RRT), School Threat Assessment Response System (STARS) and cybercrime investigation. Sergeant Stephen Mack is currently assigned to the Rapid Response Team (RRT) and Chief Fisher is currently assigned as the Assistant Control Chief for SWAT & RRT. Chief Fisher also serves on the Executive Board of NEMLEC as the Immediate Past President.

We stopped fewer cars in 2016 than we did in 2015. Our officers issued fewer warnings and citations in 2016. Our citizens called in 7 fewer suspicious activity reports in 2016 (445 compared to 452). We had 1 residential breaking and entering report, the same as last year. We had 4 reported thefts from motor vehicles in town while we did not have any last year. The largest call volume increase, and continued issue in Carlisle, was clearly in the area of “scam” telephone calls. Our volume almost tripled (88 compared to 32) and is consistent with what area police departments have noticed. We continue to work with our residents to notify them of the dangers and current scam tactics through articles in the Carlisle Mosquito.

The accomplishments set forth in this report could not have been met without the extraordinary contributions of the police officers and civilian dispatchers at the Carlisle Police Department. I am very proud of the dedicated and compassionate work they perform each day.

We look forward to providing Carlisle residents and guests the highest level of professional law enforcement services. We will strive for crime reduction through proven techniques and approaches. Solving quality of life issues and working closely with the public is our goal. We sincerely appreciate the support we receive from our community. It is this cooperative effort that makes our community a special place to live and work.

STATISTICS

	<u>2015</u>	<u>2016</u>
Accidents	78	60
Alarms	311	257
Animal Complaints	228	201
Assault and Battery	0	0
Sexual Assaults	0	0
Breaking and Entering:		
Residence	1	1
Vehicle	1	1
Court Activity:		
Arrests	18	36
Citations	79	51
Warnings	2252	1043
Restraining Orders	6	5
Disturbances Calls	28	32
Domestic Disputes	10	11
Property Checks:		
House checks	1878	1592
Business/town buildings	8307	8219
Larcenies:		
General	10	10
Motor Vehicle	0	2
Liquor Violations	0	0
Drug Violations	1	4
Log Entries	14593	14031
Missing Persons	10	3
Malicious Destruction	15	14
Motor Vehicle Stops	1280	1074
Psychiatric Concerns	3	5
Suspicious Activity	452	445
Obscene/Harassing Phone Calls	32	88
Traffic Complaints	74	92

FIRE DEPARTMENT

Personnel

A major effort was made this year to recruit new personnel. I am pleased to report that two new auxiliary firefighters were appointed bringing our roster to 30 members. Currently we have eighteen trained Emergency Medical Technicians (EMT's). The department has continued to experience on-call staffing shortages all year long on Fridays, Saturdays and Sundays. On average we are short regular firefighters 25% of the time. Despite the availability stipends and the department's best efforts with other incentives this situation was not resolved this year. We look forward to our new people coming along as they are trained and become experienced to help mitigate the shortage issue. As a call department we continue to rely on individuals who have other jobs, family obligations, compelling personal matters, as well as other interests. We also continue to have members who become sick, injured, or travel, and the roster becomes very limited.

Kevin Brown retired after nearly 15 years of service to the department. In addition, Justin Mui resigned to take a full time firefighter/EMT position in the Town of Charlton, Massachusetts. We wish both Kevin and Justin our best in their future endeavors. Charles LaCroix from Billerica was appointed in May and Justin Fishlin of Judy Farm Road joined our ranks in June. Lastly, David Newman was promoted to regular firefighter/EMT January 1st. Once again Carlisle is very fortunate to benefit from the continued outstanding dedication of our members. I would like to take this opportunity to thank those who have again gone above and beyond the call of duty to cover the emergency response needs of our citizens during the past year.

Apparatus

Our 2006 utility vehicle was replaced in July. Car 3 is now in service to respond with the officer and extra EMT's to medical emergencies. The additional tanker truck approved by the 2015 annual town meeting is now expected to be delivered in January 2017. The current 1990 tanker, Engine 5, has once again required repairs this year to keep it in service. We will be keeping the old tanker in service once the new tanker arrives. Since there is no room in the current station to keep the old tanker inside, funds have been appropriated for an outside unheated shelter. This situation will not allow us to use the old tanker during the winter months but it will be an asset during the warm seasons.

Our rescue boat does not meet modern day safety standards and requirements for ice and water rescue operations. It is once again on the long term capital list for replacement. It is critically important that the firefighters have the appropriate safety equipment to affect a water rescue should that type of emergency arise. Providing our personnel with the proper safety equipment to do the job they are responsible to do is a priority.

Code Compliance - Fire Prevention

Our department has continued the goal of developing a comprehensive code compliance and fire prevention program, again working with a number of the facilities in town to conduct fire

safety inspections, develop and update evacuation plans, and conduct fire drills. The Code Compliance Inspector (CCI) is responsible to insure conformance with the Massachusetts Fire Prevention Regulations. Once again the code compliance activities were very high in 2016 with inspections and review of plans. These activities include the schools, other public facilities, and new housing. In addition to public facility inspections, other areas requiring inspections include: oil burners, oil tanks, LP tanks, smoke and carbon monoxide detectors on real estate sales and transfers, new fire alarm systems, sprinkler systems, blasting, and fuel oil tank removals. Information and applications that may be filed on-line are available on the fire department web page on the Town's web site www.Carlislema.gov The Code Compliance Inspector may be reached at 978-287-0072, Ext. 339 or by e-mail FPO@carlislefdma.org

Lastly, we ask that all residents ensure that their street number is posted in contrasting numbers at least 4 inches in height and visible at the street. This will assist responders locating your home in case of emergency.

Projects

A few new projects came before the department for review. Plans were reviewed and comments made on projects located at 61 Judy Farm, 100 Long Ridge Road, and 570 West Street. We attended site visits with the developers and contractors as necessary to coordinate the public safety requirements for the projects.

Facilities

The annual Town Meeting repurposed the 2014 appropriation for the replacement of the public safety communications tower, located at the school site, to design and engineer a comprehensive public safety communications system. Langone Associates of Tewksbury was selected and began the work late in the fall. Much progress has been made by year's end. A report with recommendations and a request for funding will be made to the Selectmen in early 2017.

TBA Associates from Concord was selected by the Town to conduct a study of the fire station and other Town facilities. The study focuses on the needs both for maintenance and capital projects. The study began in the fall with meetings and a tour of the fire station. We have been working with TBA and look forward to their recommendations.

Repairs were necessary for the station's underground fuel storage facility in order to keep it in compliance with the latest State and Federal environmental regulations. The expenditures necessary were not included in the fiscal year 17 budget.

To address our space issues at the fire station, funds were approved by the annual town meeting for an office trailer for the rear of the fire station. This solution will provide approximately 400 square feet of additional space for staff. The station was not designed with any living facilities for part-time or full time employees. As always, the safety of the firefighters on the apparatus floor due to cramped quarters is a concern.

One of the growing areas of concern for firefighters is the contaminants from fires within their protective clothing which expose them to cancer causing agents. There are new standards for properly cleaning and drying firefighter protective clothing. This process now requires special equipment. We have filed for a grant under the Federal Assistance to Firefighter Program (AFG). The request is for \$ 15,000 to purchase the washer/extractor and dryer equipment necessary. Grant awards will be announced in the spring 2017. We are hopeful that our AFG request will be approved.

Emergency Management

The Local Emergency Planning Committee (LEPC) is headed by Chief Flannery as Director and includes: Bill Risso Board of Selectmen; Tim Goddard, Town Administrator; Chief Fisher, Carlisle Police Dept.; John Metivier, Building Commissioner; David Klein, COA Director; Linda Fantasia, Board of Health Agent; Gary Davis, Supt. of Public Works; and Alan Lewis, HAM Radio Officer. This dedicated group of individuals meets as required to assess potential emergency situations, make plans, and direct the Town's emergency responses.

Residents are informed by telephone, e-mail, and/or text when there is a situation or emergency. The Blackboard Connect Emergency Notification System was used to send out two emergency messages, one on June 1st for a road closure advisory and another on September 13th for a ban on outdoor water use. If you are not receiving these messages, you can sign up by going to the Town's web site and clicking on the Blackboard Connect link. If you have any difficulties you may call my office at 978-369-2888, and I would be happy to assist you. If you are receiving these messages and wish to change or opt out, you may call my office or send an e-mail to me at chief@carlislefdma.org. Blackboard connect is offered to residents for local emergency notifications. Please be aware that there other sources available to obtain imminent severe weather emergency notifications such as tornado warnings, but remember it is important to have the local source as well. The Massachusetts Alerts app is recommended and is currently available for iOS (Apple) and Android platforms. Download it today by searching for "Massachusetts Alerts" on the App Store or Android Market.

Residents are also reminded to make plans for emergencies and disasters before they happen. Information on emergency preparedness is available on the Fire Department page of the Town's web site at www.carlislema.gov or the State's page at ready.gov. You may also contact the Fire Department, Council on Aging, or Board of Health Office for additional information.

Smoke & Carbon Monoxide Detectors

- Residents are reminded to have working smoke and carbon monoxide detectors in their home as required by law.
- Be sure to have your home's fire alarm system cleaned, inspected, and tested at least once each year.
- Replace smoke detectors that are 10 years old and replace batteries in carbon monoxide detectors each year.
- Carbon monoxide detector sensors only last between 5 and 7 years. Please check the age of your CO detectors and replace them as necessary.

The largest percentage of fire calls to which our department responds are preventable false fire alarms in homes. I have listed a few tips on how to prevent false fire alarms in your home:

- Always remember to call your alarm monitoring company before testing your system to prevent a false alarm and fire department response.
- Be careful when cooking.
- Have contractors cover smoke detectors before work begins to prevent dust contamination.
- Be sure that your alarm service contractor calls the Fire Department before working on or testing your system.
- Don't forget to uncover the smoke detectors after the work is complete.

Calls & Statistics

We ended the calendar year 2016 with a total of 438 calls. The department responded to 197 fire calls and 241 ambulance calls. The data shows a 7% increase in the number of ambulance calls compared with last year, which now account for 55% of all calls received. Preliminary data suggests that our increasing senior population may account for this increase. I am happy to report that once again there were no major property loss fires in 2016. We train all year long for these challenges with the goal of minimizing property loss by employing superior firefighting skills. The members of our department always display a high degree of skill and professionalism under difficult and challenging circumstances.

Emergency Medical Services

The Central Middlesex Emergency Rescue Authority's Advanced Life Support System is now in its seventh year. The system is struggling to be viable as a few communities in the district pursue their own paramedic service. EMT's continued to receive training and updates on new statewide protocols for emergency care. Our EMS Coordinator, Burt Rubenstein, does an outstanding job keeping the EMT's and department current with the many changing facets of EMS.

New ISO Rating Effective September 1st

The Insurance Services Office (ISO) is an insurance industry rating agency that rates communities on their fire protection capability. The ratings given are from 1 to 10 with a 1 being the highest rating and a 10 for a community with no fire protection. Carlisle has had a rating of 9 since 1947 when the town was first rated by ISO. Carlisle's major problem over the years with its ability to get a better rating is the lack of a municipal water supply and that we have no full time staffing. However the Town has made a significant investment in the Town's fire protection equipment and infrastructure over the past 30 years. So at my request the department underwent a review for a change in our rating with the Insurance Services Office (ISO) in 2016. Based on the ISO's findings the Carlisle Fire Department's rating was changed from a Class 9 to a Class 8B on September 1, 2016. A Class 8B is a Public Protection Classification (PPC™) for communities that provide superior fire protection services and fire alarm facilities but lack the water supply required for a PPC of Class 8 or better. The ISO found that we had an adequate number of well-organized and properly trained firefighters,

reliable emergency communications, adequate fire station facilities, maintained operational records, and most importantly have the capability to deliver an uninterrupted flow of 200 gallons per minute for 20 minutes beginning within 5 minutes of the first arriving engine at a fire. A better ISO classification may make a homeowner eligible for a slightly lower insurance premium.

We conducted a fire department forum for the community in April to inform and educate residents on how a call fire department works and on some of the challenges we face. Our annual Open House was held on October 15th thanks to the efforts and support of the Carlisle Firefighter's Relief Association. Once again this year we combined our open house with the popular "Wash-A-Fire Truck" event sponsored by the Parents Connection. Many residents attended and took the opportunity to see the apparatus and equipment, speak with the firefighters and EMT's, and listen to a brief fire safety talk by the fire chief. Refreshments were served and literature on various fire safety related topics was available. In addition, the department used this as an opportunity for individuals interested in becoming involved with the department to learn more. In November, we collaborated with the Council on Aging and the Home Instead Agency to present a program on preventing falls in the home which was shown on Carlisle Cable TV.

I have completed my fourteenth year as your Fire Chief. Carlisle residents benefit in so many ways with our dedicated group willing to be available to respond to the fire and emergency medical needs of our community. I am once again grateful for each and every one of our Firefighters and EMT's as well as the support and contributions of the Deputy, Officers, EMS Coordinator, Code Compliance Officer, and Administrative Assistant.

David R. Flannery
Chief of the Fire Department

FIRE DEPARTMENT
2016 Cumulative Call Totals

TYPE OF CALL	YTD	% OF GT
APPLIANCE FIRE	1	.23 %
ASSIST AT MEDICAL EMERGENCY	0	0%
ASSIST POLICE DEPT.	2	.46 %
BRUSH / GRASS FIRE	7	1.6%
CARBON MONOXIDE ALARM	18	4.11%
CHIMNEY/WOODSTOVE FIRE	2	.46%
ELECTRICAL FIRE / INSIDE	0	0%
FUEL SPILL / LEAK	1	.23%
GAS LEAK	10	2.28%
HEATING / OIL BURNER PROBLEM	0	0%
INVESTIGATION	43	9.82%
MOTOR VEHICLE ACCIDENT	19	4.43%
MOTOR VEHICLE FIRE	0	0%
MUTUAL AID TO OTHERS	15	3.42%
MUTUAL AID TO CARLISLE	0	0%
RESCUE, WATER, ICE, ETC.	0	0%
RESIDENTIAL ALARMS	58	13.24%
SMALL OUTSIDE FIRE	1	.23%
SPECIAL SERVICE	1	.23%
STRUCTURE FIRE	0	0%
WATER PROBLEM	2	.46%
WIRE PROBLEM	17	3.88%
FIRE CALLS SUBTOTAL	197	44.98%
AMBULANCE CALLS SUBTOTAL	241	55.02%
GRAND TOTAL	438	100%

DEPARTMENT OF PUBLIC WORKS

The Department continued to perform its regular responsibilities which include tree maintenance, care of the cemetery public grounds and the Transfer Station. This year the DPW worked on resurfacing South Street and portions of Cross Street and West Street.

There were 18 interments during the year 2016.

Submitted by,

Gary R. Davis, DPW Superintendent

**ENVIRONMENT
&
RECREATION**

COMMUNITY PRESERVATION COMMITTEE

At the 2001 Town Meeting, Carlisle voted to adopt the Community Preservation ACT (CPA) with a 2% surcharge and a \$100,000 exemption. Property owned and occupied by individuals who qualify for low income and low- or moderate-income senior housing are also exempt. The Community Preservation Committee (CPC) accepts applications every January and evaluates these applications for recommendation at Annual Town Meeting. Funds are appropriated for projects upon approval by a majority vote at Town Meeting.

CPA Revenues in fiscal year 2016 included \$420,847 from the 2% local surcharge plus \$86,597 in the corresponding state trust fund distribution (a 20.58% match relative to local collections), for a total of \$507,444. Each year, the Town must spend, or set aside for later spending, 10% of the annual revenue to a fund designated for open space protection (including expanded use for outdoor recreation since 2012), 10% to a fund designated for historic preservation, 10% to a fund designated for affordable housing, and the remaining 70% to an Undesignated Fund that can be used for any of the allowed purposes under the CPA. In 2016, these allocations approved at Town Meeting were \$54,300 to each of the three designated funds and \$375,100 to the Budget Reserve account for later transfer to the Undesignated Fund.

In 2016 the CPC recommended and Town Meeting approved the following actions and appropriations:

Open Space and Recreation:

1. \$850,000 (\$95,109 from the Open Space Reserve Fund and \$754,891 from the Undesignated Reserve Fund) for the preservation, through the purchase of a permanent Conservation Restriction (“CR”) to be held jointly by CCF and the Carlisle Conservation Commission (“ConsCom”), of approximately 20 acres of open fields and woodlands comprising a portion of the historic Sorli Family Farm on Westford Street. The CR will include public access via a trail and a parking area (permitting and construction of the parking area and trail are not part of this Grant).
2. \$14,000 for eradication of invasive species (poison ivy, buckthorn and other non-native invasive plants) for the purpose of making Towle Field more accessible to the public for passive recreational purposes.

Historic Preservation:

1. \$20,000 for the development of a comprehensive preservation plan to define a path forward to restore the Central Burial Ground. This plan will outline improvements necessary for the preservation of the historic landscape and monuments located on the site, prioritize improvements based on urgency, and provide detailed cost estimates and possible phases of restoration.
2. \$40,000 for improvements of environmental storage conditions for collections stored and displayed at the Carlisle Historical Society’s Heald House Museum:
 - a. Installation of a Mitsubishi Multi-Split Heat Pump System consisting of a single air-source outside unit and four wall-mounted inside units, one in each

- of four rooms where items particularly vulnerable to damage from excessive heat, cold, or humidity are kept;
- b. Removal of vermiculite insulation in two separate attic floors; and
- c. Replacement of a rubber roof on the addition to the back of the building.

Administrative:

The Community Preservation Act Committee budgeted \$2500 and spent \$2200 for annual operating expenses including membership dues for the Community Preservation Coalition.

The CPC reviewed, solicited public input and subsequently approved the 2016 Town of Carlisle Community Preservation Plan. This Plan describes the process for administering the CPA in Carlisle, the criteria the CPC references when considering applications, and an accounting of CPA revenues and expenditures to date, including funds currently available for allocation and appropriation. The Plan is an informational document for the citizens of the Town, a guideline and instructional document for applicants seeking project funding through the CPA, and a guidance document for this and future CPA Committees in making recommendations to Town Meeting for project funding. This document will be reviewed annually and modified by future Community Preservation Committees in response to changing community goals and experience with the CPA over time.

Committee members:

Luke Ascolillo – Board of Selectmen (Vice-Chair)
Annette Lee – Historical Commission
Steve Perlman – Housing Authority
Ed Rolfe – Planning Board (Chair)
Samantha Rottenberg – Community Representative
Mark Spears – Recreation Commission
Angie Verge – Conservation Commission

CONSERVATION COMMISSION

The Carlisle Conservation Commission was established in 1965 and is a seven-member Carlisle town board appointed by the Board of Selectmen for three-year terms. In June, 2016 both Peter Burn and Tom Brown stepped off the Commission after fifteen years and five years respectively of service to Carlisle environmental protection. Later in December, Luke Ascolillo, a six year member of the Commission also stepped aside. Fortunately Luke, elected to the Board of Selectman is their liaison to the Commission. Joining the Commission in 2016 were Angela Verge, who filled an already existing vacant position, long-time resident Melinda Lindquist and then, Dan Wells. The Commission continues to provide the town with experience in engineering, farming, environmental law and education, wildlife biology, wetland science and habitat protection.

The Commission regularly meets in the Carlisle Town Hall at 7:30 pm, year-round, usually on the second and fourth Thursdays of each month. Agendas, meeting dates, deadlines and other information about the Conservation Commission are posted under Boards and Committees on the Town of Carlisle website: www.carlislema.gov.

In addition to its responsibility for management of over 1,102 acres of town-owned conservation land, the Commission's major time commitment involves the administration of the Massachusetts Wetlands Protection Act (MGL Ch. 131 s 40), the Carlisle Wetlands Protection Bylaw, and the regulations and policies. Property owners or applicants proposing projects which will alter the area within the 100-foot Buffer Zone of a Bordering Vegetated Wetland or other wetland resource areas, including within 200-feet of a perennial stream, must submit an application for a permit to the Commission for review under the WPA and the Wetlands Bylaw prior to the start of work. Although sometimes not generally understood by owners, alteration of these areas includes tree and shrub removal. Because water moves beyond property lines, this law, bylaw and the regulations were promulgated to provide a process to ensure protection of these sensitive public wetland resources from damage during and after work. It allows abutters and other citizens the chance to participate in the process in order to assess any negative impacts to their property about which they may be concerned. Failure to apply to the Commission for a permit can lead to enforcement action, a potentially time-consuming activity for both the property owner and the Commission. Projects brought before the Conservation Commission and approved receive three-year permit.

The Commission scheduled meetings twenty three times for the purpose of permitting projects in their wetland jurisdictional areas and for managing Conservation lands. They continue to receive and review filings for projects with increasing regulatory complexity and close to the protected wetland resource areas. Projects with wetlands, flood zones, State or Federally listed rare species, high density, and those involving other permitting boards can require multiple continuances and site visits, staff coordination and peer reviews to adequately address and provide adequate protection for all of the relevant conservation, habitat and wetlands concerns they present.

Among the more unusual projects addressed this past year were activities such as tree removal within the Conservation Commission's jurisdictional areas by individuals on property other than their own. This creates a violation of the Wetlands Protection Act for both those

responsible for the doing the work, and for the property owner as well. In another case, an old farm dump was found to have soil contamination requiring a cleanup overseen by a Licensed Site Professional as well as a restoration plan to remediate wetland impacts.

In 2016, to help ease the burden on property owners who may feel they need to remove up to two trees in a wetland jurisdictional area, the Commission instituted an Administrative approval procedure. In 2016 five residents took advantage of this procedure.

The Commission receives fees from applicants for wetland filings submitted under the Carlisle Wetlands Protection Bylaw. These fees help offset the expenses to the town for implementing applicant's wetlands protection bylaw filings. Approximately \$9,625 in fees were transferred during the year to the General Fund as a result of this bylaw.

In 2016, the Commission had the following permitting activity:

ACTIVITY	2014	2015	2016
Applications			
Notice of Intent/Order of Conditions	26	13	
23			
Amendments to Orders of Conditions	6	6	4
Request for Determination (RDA/DOA)	14	13	4
Resource Area Delineation (ANRAD)	0	4	2
Order of Resource Area Delineation (ORAD)	1	3	2
Certificates of Compliance	11	24	16
Extensions to Orders of Conditions	0	5	2
Enforcement Orders	6	6	10
Emergency Certificates	6	9	5
Conservation Restriction Violation	4	1	1
Project Denials/Appeals	1	0	0
Conservation Land Use Permits	20	13	17
Camping Permits	3	2	0

The table above shows a significant increase in enforcement actions for violations of the Wetlands Protection Act. Direct wetland alterations without a permit require restoration plans as well as monitoring by wetland scientist professionals with annual restoration reports submitted to the Conservation Commission for at least two years. Currently there are many more monitoring reports required than at any time in the past.

Land Management:

Land Use Permits: As noted in the chart above, the Commission issued seventeen Conservation Land Use Permits for group, day-long or evening activities including public nature walks, Cub Scout event, sled dog training, bird watching, a winter moonlight trip sponsored by the Carlisle

Trails Committee, an Easter Sunrise Service, metal detection for historic artifacts and for research.

Cranberry Bog Conservation Land: This property, owned by Carlisle since 1986, was again focus of Conservation land management during 2016. The Commission's twenty-year agricultural lease agreement with Carlisle Cranberries, Inc. expired on June 30, 2015. In late 2015, Carlisle's cranberry farmer, Mark Duffy informed the Town that, for economic reasons, he was not interested in renewing his lease to grow cranberries on Carlisle's Cranberry Bog Conservation Land. Because of the high value of the Cranberry Bog in terms of local agriculture, opportunities for passive recreation, and a variety of wildlife habitats, in June 2016 the Conservation Commission recommended appointment of a select group of interested Town citizens to a Cranberry Bog Alternatives Committee (CBAC) to study the problem and present to them and the Town, alternatives for the future of the bog. The CBAC consisted of five regular members, two associate members and was assisted by the Conservation Administrator. The CBAC started its work in July 2016 and quickly identified ten possible alternatives for the future of the bog, the Cranberry Bog House and the sand pit on the south side of Curve St. The alternatives considered for the bog ranged from "no action," to renovation of the active cranberry bog, to restoration to a natural wildlife habitat. Detailed reports were prepared on each of these alternatives. In addition, several evaluation criteria were established by which the alternatives were to be judged. By the end of 2016, most of the alternative reports had been drafted with the front runner appearing to be one that would preserve the bogs for use in growing other agricultural crops, with cranberry growing being discontinued. A final report from the CBAC is expected in 2017. Since there is no-longer a farming agreement for the bog maintenance, important maintenance was done this year by Carlisle Department of Public Works. They oversaw the mowing and brush cutting along the edges and dams of the bog, an activity that took several days. The Commission is grateful to Gary Davis making this happen and also for having his crew removing storm damaged trees that fall into our fields on other properties.

Again last year representatives from both the Carlisle and Chelmsford Conservation Commissions met to discuss management concerns of our abutting Cranberry Bog conservation properties. We share wetlands, ponds and waterways, and coordination between the two towns is important because the two towns have had different management objectives. Although wildlife habitat is an important objective to both towns, Carlisle's land is also managed as an active agricultural property. Concern about the Chelmsford Water District's interest in developing public water supply wells on their land abutting Chelmsford Cranberry Bog Reservation continues. Development of such a well field could threaten water availability for agricultural operations, for which the Town has water rights, as well as threatening wetland wildlife including a resident rare species. Both towns find that their properties are increasingly being used by dog owners and by commercial dog-walkers. Signs posted encouraging proper dog etiquette and use of dog waste dispensers have made a remarkable improvement to trail conditions

During the winter of 2016 beavers constructed a dam on private land in River Meadow Brook downstream from the Cranberry Bog. A wide area was flooded backing water upstream over the Otter Slide Trail, into the Bog, onto Great Brook Farm State Park property and also raised concerns of nearby homeowners with septic systems. Both the Commission and the State Park plan to address the beaver activity concerns in this area in a coordinated manner with private property owners in 2017.

Foss Farm Conservation Land: The Conservation Commission continued to provide community gardening at Foss Farm on nearly 100 plots turned over in the spring by farmer Mark Duffy. Volunteer Garden Manager Jack O'Connor helps maintain a dozen water supply wells installations, assigns plots to new and long-time gardeners and with help from other gardeners stakes out plots. The community gardens are a completely volunteer driven activity and have provided both a community and educational experience to Carlisle area residents for over thirty years. 2016 was a particularly tough year. An extended drought combined with sandy soil created a challenge for keeping plants watered.

Foss Farm Conservation Land is one of the most frequently visited town conservation properties by individuals, by groups and even by agencies for research purposes. The winter of 2016 continued its use for training for four sled dog teams during cold weather, an activity begun on the property at least thirty years before the Commission acquired the land in 1971. During gardening season gardeners working on their plots regularly see the area youth and adults using the riding rings for horse jumping and dressage training. The local pony club also helps with Foss Farm maintenance by mowing the non-agricultural field area near the rings. Foss Farm was again the site of the annual spring Woodcock Walk led by Commission member Tom Brownrigg and his wife D'Ann to watch, hear and see the aerial acrobatics of the Woodcock's courtship display. The property was also used for bio-surveillance training by the Massachusetts Agricultural Resources Department for monitoring a resident colony of ground nesting, non-stinging wasps, *Cervix fumipennis* for evidence and early detection of the invasive insect the Emerald Ash Borer. This destructive exotic beetle has now been reported in Massachusetts but not so far in Carlisle. Public nature walks were held during the year as well, organized by the land trust, Carlisle Conservation Foundation. In November Carlisle Cub Scouts held their annual all day rocket launch event following the last harvest. Again the parking lot was occasionally used for off-site private filming projects; much appreciated donations were made to the Conservation Gift Fund.

Towle Land: The Conservation Commission continued its long initiative to address invasive exotic plants and noxious poison ivy, this year focusing on the Towle Conservation Land. The Commission has an Order of Conditions for use of herbicide within the 100-foot Buffer Zone. In 2016 a successful application was made for Community Preservation funds for treatment of invasive plants and poison ivy on the Towle field. Commission member Tom Brownrigg, who has been diligent over many years to research procedures for successfully restoring the open field on Towle, spearheaded this effort and continues to monitor the progress. For 40 years former Conservation Commission member and birder Ken Harte has organized an annual May birding trip on the Towle Conservation land, an event that is always well attended.

Greenough Conservation Land: With 255 acres Greenough Conservation Land is the Commission's largest conservation property and provides a long and vital corridor of protected land along the eastern side of Carlisle. Two manmade structures, a once-spectacular barn and a 350-foot long dam constructed within Pages Brook around 1930 to create the 20-acre Greenough Pond continue to confound the town and the Commission. Future removal of the badly deteriorating barn is certain; this year the Board of Selectmen gave its iconic weather vane to the Carlisle Historical Society giving it a good home. The dam's spillways need repair. One has failed and the other needs some patching. By mid-December the Commission had received wetlands, rare species and Army Corps of Engineers permits for the

very necessary repairs based upon a plan dating from 2004 but not yet acted upon. In 2017 the Commission will need to seek funding for this expensive work.

Benfield Conservation Land: The Benfield Conservation Land continues to heal from the installation of the septic field and public water supply well for the Benfield Farms housing. The Commission still seeks further agreements with the project developer, The Neighborhood of Affordable Housing (NOAH), about sharing management costs of the land due to the presence of the housing's well and septic system on constructed conservation land.

Agriculture: Many conservation properties have active agriculture occurring on them, including Foss Farm, Fox Hill both on Bedford Road, Robbins Field and Hutchins Field both on Curve Street, Bisbee on Concord Street and Greenough on Maple Street. The vines at the Cranberry Bog Conservation Land on Curve Street failed to produce berries this year possibly due to poor winter conditions and the drought. In February the Commission conducted its annual interview with farmers with which it holds License agreements for farming on Conservation lands. The Commission is grateful for our Conservation land farmers' efforts to maintain the lands' agricultural value. Farmers John Bakewell and Kevin Brown, Mark Duffy and Dick Shohet, all helped provide the Town's long-standing goal to maintain its rural character by supporting, encouraging and promoting agriculture in Carlisle.

Consistent with that goal, the Commission signed off on a Conservation Restriction promotes agriculture in perpetuity on a more than 28 acre property on Prospect Street that had been a first priority parcel for protection for many years. A small portion of this property, 5,167 square feet, was donated to the Carlisle Conservation Commission when the property's surveying activity found that a trail and boardwalk thought to be on the abutting Davis Corridor Conservation Land was on the private property.

Conservation Office: The conservation staff, Sylvia Willard, Administrator and Mary Hopkins, Administrative Assistant continued to provide support to the members of the Commission as well as to the public as they have both done for many years. The office acts as an important communication link between the Commission and the public, project engineers, other Town boards and committees, State and Federal agencies and with several land trusts that hold land or interests in land in town. Included are the Carlisle Trails Committee, the Conservation Restriction Advisory Committee, Massachusetts Department of Environmental Protection, Department of Conservation and Recreation's Great Brook Farm State Park, the Carlisle Conservation Foundation, The Trustees of Reservations, Sudbury Valley Trustees, New England Forestry Foundation, U.S. Fish and Wildlife Service, National Park Service, the U.S. Army Corps of Engineers, the Commission's subcommittee, the Land Stewardship Committee and in 2016 the Cranberry Bog Alternatives Committee. The office staff also continued to maintain the Commission's page on the Town's website. That page holds information on Wetlands Protection Act filing procedures, information about their Conservation Lands, News, meeting minutes and agendas, Foss Farm Gardening information, invasive and native plants as well as helpful links to other environmental information.

In addition to the above, the office provided wetlands or conservation restriction information on various properties to area realtors and potential property buyers for information about town conservation lands. Homeowners planning future projects reviewed old files maintained

by the office from as far back as 1973. The department maintains over 1,300 files with information from over forty years of projects proposed for wetland resource areas or the 100-foot Buffer Zone.

The Commission sponsored public events during the year for education and for fun. These include the annual evening Woodcock Walk on Foss Farm in April and the popular annual Riverfest Sunrise Canoe Trip on the Concord River in June. The Commission also continued to sponsor the public Conservation Coffees on the second Tuesday morning of most months in the Town Hall. During these coffees residents and invited speakers meet informally to discuss a broad range of local environmental, wildlife and land use subjects. In 2016 we were pleased to have State Representative Cory Atkins, Pat Huckery, Regional Director of the Massachusetts Division of Fisheries and Wildlife, representatives of Carlisle Conservation Foundation and the Sudbury Valley Trustees and members of the Cranberry Bog Alternatives Committee.

Awards:

Elisabeth “Liz” Carpenter was the choice for the annual “Conservationist of the Year” award presented at the annual Old Home Day event. This award was for her work over several years to protect open space in Carlisle both as a town committee member and as President of the Carlisle Conservation Foundation. Dr. Peter Burn, a 15 year veteran of the Conservation Commission was presented with a citation from the Massachusetts House of Representatives. Carlisle is very fortunate to have such dedicated individuals working so hard to protect our natural resources.

The Commission continues to value the outstanding efforts made by their subcommittee, the Land Stewardship Committee. Their work is outlined in detail in their own report located elsewhere in this 2016 Town Report.

Commission members in 2016:

Lee Tatistcheff, Chair

Ken Belitz, Vice-chair

Tom Brownrigg

Melinda Lindquist

Angie Verge

Dan Wells

Retiring in 2016:

Luke Ascolillo

Tom Brown

Peter Burn

CONSERVATION RESTRICTION ADVISORY COMMITTEE

The Conservation Restriction Advisory Committee (CRAC) advises the Town on acceptance of new conservation restrictions (CRs) and monitors those CRs held by the Town. The Committee tries to educate landowners and the general public regarding the benefits of CRs, namely, preservation of open space, scenic vistas, and wildlife habitat.

CRAC members are appointed by the Board of Selectmen. The seven-member Committee includes representatives from the Conservation Committee, Trails Committee, and Planning Board. There are currently six people on the Committee: Ken Harte (Vice Chair), Wayne Davis (Secretary), Tom Brownrigg (Conservation Commission Member); Marc Lamere (Trails Committee Member), Peter Yelle (Planning Board Member) and Lyn Lemaire (Chair).

During 2016 two large conservation restrictions were reviewed: The Woodhaven Farm on Prospect Street and the Southern Sorli Fields on Westford Road. CRAC also sent a letter to Concord's Estabrook Woods Access Committee regarding the intention of the original grantors of much of the Estabrook Woods area.

The Committee is in the process of creating a new or enhanced presence on the new town website. In order to assist with reports of CR inspections, the Committee heard a presentation on graphic displays in Word documents.

Several inspections were conducted, including:

CR 15 and CR 17 – River Road

CR 59 - Fiske Street

CR 64 - Skelton Road

The Committee is very grateful to Sylvia Willard for her enthusiastic and essential support as Conservation Administrator.

HOUSEHOLD RECYCLING COMMITTEE

Solid Waste / Recycling

Carlisle generated a total of 2,744 tons of solid waste in 2016. There were 1,784 tons of trash taken to the NESWC incinerator for disposal and 960 tons were recycled. This was a recycling rate of 35.0%.

The following is the list of recycled materials for 2016 and the associated revenue/cost.

<u>Recycled Item</u>	<u>Tons</u>	<u>Revenue(\$/Ton)*</u>	<u>Total Revenue (\$)*</u>
Newspaper	40.9	+ 35.00	+ 1,433
Mixed Paper	193.3	+ 35.00	+ 6,767
Cardboard	184.0	+ 70.00	+12,881
Wood (Construction Debris)	238.4	- 75.00	- 17,884
Metal	88.1	+ 50.00	+ 4,405
Clear Glass	47.3	0	0
Colored Glass	80.2	- 35.00	- 2,808
Mixed Plastic	60.3	0	0
Aluminum and Tin Cans	10.6	0	0
Tires	8.0	- 150.00	- 1,194
Freon Units	8.4	0	0
TOTAL	959.5	----	(year-end) (+ 3,600)

* The amounts received and total revenues are the year-end figures.

Historical Summary (Tons)

<u>Recycled Item</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Newspaper	117	92	90	71	68	59	51	41
Mixed Paper	183	179	166	184	186	184	196	193
Cardboard	155	155	161	153	161	160	182	184
Wood	292	344	321	271	256	243	250	238
Metal	105	99	86	88	83	88	107	88
Clear Glass	44	44	46	48	45	45	48	47
Colored Glass	74	74	76	81	71	70	73	80
Milk Jugs	5.4	7.1	----	----	----	----	----	----
Mixed Plastic	39	28	55	66	48	56	58	60
Aluminum/Tin Cans	12	13	16	11	12	11	12	11
Tires	10	10	10	6.0	12	10	6.7	8.0
Freon Units	12	11	11	7.6	7.9	3.2	4.9	8.4
Recycle Total	1,097	1,055	1,037	985	948	929	989	960
Trash Total	1,795	1,890	1,874	1,818	1,809	1,855	1,826	1,784
Total Material	2,892	2,945	2,911	2,804	2,757	2,784	2,815	2,744
% Recycled	38.0%	35.8%	35.6%	35.1%	34.4%	33.4%	35.1%	35.0%

Other Activities

- This is one of the few years where the revenue from the recycling was positive.
- More Than Words Bookstore and Café continued their pick-up of the used books from the Swap Shed instead of disposing of them with the recycled paper. The books are sold at their Bookstore/Café in Waltham, MA. More Than Words is a nonprofit social enterprise that empowers urban youth by helping them run a business.
- The Styrofoam collection bin had to be discontinued mid-year because the vendor ceased operations. Other options are being researched.
- The Town of Carlisle was awarded two grants through the 2017 Mass Department of Environmental Protection's Small Scale Initiatives grant program.
 - A \$500 grant under the Small Scale Initiatives program for promotion of residential composting in 2017. The \$500 grant amount was matched with funds from the Department of Public Works and used to purchase 14 residential compost bins at the wholesale price through the state vendor process. Thirteen bins have been distributed to Carlisle residents eager to begin composting.
 - A \$7,500 grant for purchase and installation of a compactor for consolidated, recyclable materials. The compactor has the capacity to compress 3 to 4 times the material compared with a non-compacting container. By combining compatible categories of recyclables (e.g., plastic, paper, metal, tin) it is estimated that the number of hauling trips to the recycling facility can be significantly reduced, resulting in savings in personnel time and miles and fuel used in transport, in addition to reducing vehicle emissions associated with transport.
- The Carlisle Public School Cafeteria Composting and Recycling Program has reduced solid waste by 60-70%. Food scraps are diverted to Clark Farm and used to produce compost that enriches farm soil for food production. As a result of reduction in solid waste from the school cafeteria and the robust recycling program in the school, the school Facilities Manager was able to negotiate a new solid waste hauling contract based on the use of smaller solid waste containers, at a cost savings of approximately \$500/year for the 3 year contract.

Members:

Daniel Scholten
Launa Zimmaro
Robert Peary, Chairman
Robert Wallhagen
Gary Davis (DPW)

LAND STEWARDSHIP COMMITTEE

LSC is to support ConsCom in managing Town-owned conservation land. The LSC currently has five members. One appointment was renewed for a three-year term renewal in June 2016. In keeping with the mandate to support ConsCom, LSC members have been involved in the Cranberry Bog Alternatives Committee (CBAC), aiding in the planning for the eradication of certain invasive and noxious plant species at Towle Field, reviewing a proposal for re-introduction of rare wildflowers at Foss Farm, monitoring usage and condition of town-owned conservation parcels and addressing various other land management issues. Some of the above projects are described below in more detail.

Two members of the LSC joined the CBAC and actively contributed to the drafting of various alternative proposals for managing the Cranberry Bog in the future. The progress and proposals of the CBAC were discussed at various LSC meetings as the work of the CBAC progressed during the latter half of the year.

In prior years, a Towle Field invasive and noxious plant species management plan was developed by the Cons Com liaison to the LSC (Tom Brownrigg), with some assistance from the LSC. The goal of the plan is to address issues in the field, the field edges, and the access path from the parking area to the field that are inhibiting the potential passive recreation use and wildlife benefit of the Towle Field. In 2016, an application for CPA funds for the Towle Field Invasive Plant Management Plan was completed, submitted to the Community Preservation Committee (CPC) and approved for funding at the 2016 Town Meeting.

The LSC reviewed a proposal from Dr. Bryan Windmiller of the Grassroots Wildlife Conservation organization to re-introduce two rare wildflowers (orange milkweed and New England blazing star) to Foss Farm. After review, the LSC recommended the proposal to the full Conservation Commission for final approval. After final approval, a committee member and the Conservation Administrator walked the parcel with Dr Windmiller and identified two potential sites for the plantings.

Members of the committee actively monitored the condition and usage of various town-owned conservations parcels during the year. Possible encroachments onto Fox Hill, Rockstrom and Bisbee conservation land parcels were noted and discussed with the Conservation Administrator. The conditions of various signs were noted; the sign at Fox Hill was (temporarily) repaired and the sign at Towle Field was noted as being in need of replacement. The sign provider was contacted about possible improvements for increasing the longevity of future signs. The increased usage of drones was noted at the Cranberry Bog, Foss Farm and Towle Field properties and a draft report on possible issues and responses developed and reviewed. In addition to working on projects involving Carlisle conservation land management issues, a member of the LSC continues to participate in the Carlisle-Chelmsford Joint Cranberry Bog Committee. The purpose of this committee is to share common management concerns about the adjoining cranberry bog conservation lands in the two towns and to maintain a continuing dialog with our neighboring town's conservation committee. An LSC member, a Carlisle Conservation Commission member and the Carlisle Conservation Administrator serve on this committee.

PLANNING BOARD

The Carlisle Planning Board is a seven-member elected board with up to two appointed Associate Members, supported by a Planning Administrator and an Administrative Assistant. Massachusetts State statutes and the Town's bylaws establish specific responsibilities and requirements for the Planning Board.

The Board reviews and approves the division of land under the Subdivision Control Law (MGL Ch. 41) and the Board's Subdivision Rules and Regulations. It also serves as the Special Permit Granting Authority as authorized by the state Zoning Act (MGL Ch. 40A) and the Carlisle Zoning Bylaws for various types of land use and development petitions, including those for common driveways, conservation clusters, senior residential open space community developments, personal wireless service facilities, and accessory apartments. The Zoning Act also requires the Board to guide the process of Zoning Bylaw amendments through Town Meeting. As authorized by a 2016 vote of Town Meeting, the Planning Board now is also charged with Site Plan Review of non-residential development and re-development, coordinating that review with input from all other relevant Town boards and officials. In addition, under MGL Ch. 40, the Planning Board must give its consent before any alterations are made to trees and stone walls along the Town's Scenic Roads. Finally, the Planning Board serves in an advisory capacity to the Board of Selectmen for the acceptance of Town ways, and to the Zoning Board of Appeals for Comprehensive Permits for affordable housing development under MGL Ch. 40B.

Beyond these responsibilities, the Planning Board is also charged by state law (MGL Ch. 41) to "make careful studies and when necessary prepare plans of the resources, possibilities and needs of the town, and...submit to the selectmen a report thereon, with its recommendations." This charge also includes the Board's responsibility to prepare, from time to time, a master plan or study plan of the town. Although the most recent Study Plan was adopted by Town Meeting in 1995, the Planning Board regularly works with other boards in the preparation of more focused and contemporary plans that are required by the Commonwealth. These include, most recently, a Housing Production Plan, updated and approved by the state in 2015, and a comprehensive update of the Open Space and Recreation Plan that was completed in 2013.

Mission

The Board's overall responsibility under state law is to protect the health, safety and welfare of Carlisle's residents. Guided by the General Laws of the Commonwealth, the Zoning Bylaws, the Study Plan, and citizens' comments and concerns, the Board strives to preserve and enhance Carlisle's character through the use of its regulatory tools, while also respecting property owners' rights. To achieve these goals, the Board recommends and, as applicable, requires changes to development proposals through the permitting process. Board members and staff strive to work with project proponents, technical advisors, other Town officials, and Carlisle residents to shape development projects so as to preserve natural resources and minimize negative impacts upon the community.

2016 Development Overview

Consistent with the above mission, the Planning Board has long emphasized its attempts to manage residential growth in Carlisle, rather than simply permitting it in response to development applications. Increasingly, tracts proposed for development in Carlisle have been either large parcels that long-term owners have kept out of development for many years or parcels with serious constraints on development such as extensive ledge or wetlands, riverfront area, minimal upland, and/or access issues. The latter category of parcels proposed for development, those with serious constraints, requires increased coordination among the land use boards to address often interrelated issues of stormwater management, water supply, sewage disposal, and protection of wetlands, surface water and groundwater.

In the mid-2000's, the Planning Board experienced extremely high levels of land development permitting. But from 2009 to 2012, the build-out of the new single-family lots created by the Board's actions dropped to an average of 7-8 new home building permits issued per year. During these years, the surplus of lots available for development reached the range of 60-75. In 2013, new home building permits issued jumped to 19, the most since 2005. But in the last three years, 12 (2014), 8 (2015) and 10 (2016) new home building permits were issued, showing some evidence of a return to the pre-2013 levels. However, after accounting for new lot creation, the inventory of available building lots at the end of 2016 was only 12 parcels on scattered sites, less than half of the inventory at the beginning of the year. This very modest supply, combined with the demand generated by a stronger economy, is likely to generate more proposals to develop available open land in the near future. From inquiries made to the Planning Board office late this year, there appear to be several sites under consideration. Therefore, Carlisle seems to be facing a period of increased growth, which the Board will continue to manage.

Board Actions and Initiatives

2016 can best be described as a year in which the business of the Planning Board, and to a certain extent that of the Town as a whole, was dominated by modifications to and extensions of previously-adopted plans, continuations of 2015 hearings, and amendments to plans remanded by the courts. The Board's permitting activity this year produced only a few new individual house lots, but much of its meeting time and staff resources were concentrated on several large, unusual or complex projects, some of which were in the primary jurisdiction of other bodies. The most significant of these was a traditional subdivision proposal for 4 lots on 10.25 acres on West Street. Although a small project, the site, which is constrained by wetlands, access issues, and is partially on Land Court-registered land, required consent to remove protected trees and stone walls on a Scenic Road, involved use of a neighboring property, and also is entered from West Street at a point where the Town does not own the public right-of-way. Including the Preliminary and Definitive Plans, and the Scenic Road request, the public hearings associated with these petitions and requests for action subsequent to the Board's approval spanned 11 meetings in 2015, and 9 more this year. Although the Board granted its approval of this subdivision plan in March, the hearing was continued and the applicant returned to the Board several times later in the year to have changes to the plans required by the Land Court endorsed.

The Board also heard and approved two Accessory Apartment Special Permit requests this year, one in an existing Fiske Street home, the other a revision of a previously-approved plan involving new construction on Judy Farm Road. They also approved amendments to a 16-unit Senior Residential Open Space Community Special Permit on Russell Street, originally granted in 2014, but remanded to the Board by the Land Court on an abutter's appeal.

Complex and sometimes contentious applications submitted to other Boards have again this year required significant involvement by the Planning Board and its staff. The continuing review of a 40B Comprehensive Permit application to the Zoning Board of Appeals ("ZBA"), submitted in 2014 for a proposed development on Long Ridge Road, was approved by the ZBA in 2015, but appealed by the applicant and subsequently remanded to the Town by the State's Housing Appeals Committee in August, 2016. At the request of the ZBA Chair, the Planning Board, and particularly the Planning Administrator, provided on-going recommendations regarding proposed plan changes to the ZBA's hearings, which were still on-going at year's end. This activity required discussion at 7 Board meetings this year. The request to the Selectmen for Site Plan Review for two proposed group homes on Bedford Road, submitted in the fall of 2015, also required the Planning Board's analysis and recommendations, plus the coordination of recommendations of other Town boards and officials, on an accelerated schedule. Although the Selectmen granted site plan approval in December 2015, the Planning Board, based on its experience and knowledge, remained involved in helping Town agencies to address concerns raised regarding wastewater treatment, stormwater management and public safety for traffic and pedestrians at this site during its build-out in 2016.

This experience and that of an earlier 2015 Site Plan Review by the Selectmen of a proposed Public Safety Communications Tower at the Carlisle School, led the Planning Board, with the support of individual Selectmen, to propose a Zoning Bylaw amendment that would give the Planning Board the responsibility for Site Plan Review and approval. After approval of this amendment by the 2016 Town Meeting, the Board prepared and adopted new Rules and Regulations to guide this process.

In 2016, the Planning Board continued to oversee the buildout of roadways and other infrastructure at previously-approved developments at Hanover Hill, Elliott Farms Way and Chestnut Estates (see table summarizing Carlisle's development status below). In addition, the Board engaged in the conceptual review of plans for the subdivision of property adjacent to 1022 Westford Street and 767 Bedford Road.

It has also continued focus this year on several internal tasks that are necessary to support development decisions in the town. Most significant among these is the annual updating and correction of the Town's official maps. These contain not only property information maintained by the Assessors, but also information on conservation restrictions and the Wetland/Flood Hazard Zoning overlay district. This year the Planning Board staff assumed the primary responsibility for these updates, coordinating with the Assessors and their

mapping contractor, and including not only changes necessitated by Board actions, but also all other changes and corrections, as needed.

One of the Board's primary initiatives this year was to take the first steps towards developing a Master Plan for the future development of the town, a responsibility proscribed by the State's planning statutes. Early in the year the Board sought initial support for this effort by applying to MAPC, the regional planning agency, for District Local Technical Assistance support by their staff to help develop the technical tools to undertake this process. Almost simultaneously, the Board submitted an application to Carlisle's Community Preservation Committee for funds to support professional planning assistance in the undertaking the first phases of the Plan. Unfortunately, neither of these applications produced support, although MAPC invited the Town to submit a request again in a future round. Meanwhile, the Board has been reviewing other communities' plans, compiling a list of town stakeholders who will need to be involved in this effort, and is expecting to devote considerable time in the coming year to finding out what Carlisle's residents, businesses and institutions would like to see included in such a plan. This "Planning for a Plan" will need broad support and committed participation. Interested individuals and groups are encouraged to contact the Board's office, or its individual members, if you would like to become involved.

More specific reports on many of the above Planning Board efforts will follow below.

Affordable Housing

The Planning Board has continued to be active in the Town's efforts to create affordable housing while protecting the town's residents from negative impacts from projects that could be developed under Chapter 40B of state law ("Comprehensive Permits"), which allow a developer to override many Town bylaws and/or regulations.

As noted above, an application was submitted to the ZBA in 2014 for a comprehensive permit to construct a 20-unit, single family development on a 9.8 acre parcel at 100 Long Ridge Road and, after appeal, was remanded to the ZBA. This development, if constructed, would provide 5 affordable ownership units and 14 new market-rate units (one unit exists). The Planning Board, while it has no formal role in the approval of 40B applications, has provided several written reports and its recommendations to the ZBA. At least two members of the Planning Board and the Planning Administrator have regularly attended ZBA hearings.

This year the Board also conferred with the Carlisle Housing Authority to consider proposals that could provide alternative approaches to providing and maintaining affordable housing in the town. One of these was so-called "inclusionary zoning," a provision which could be adopted in the Zoning Bylaws that would require a certain amount of affordable units, or funds to support their production, to be offered by developers seeking to subdivide land or permits to build at increased density. After reviewing data provided by the Housing Authority and the experience in other low-density towns, the Board decided not to pursue this initiative. In another investigation related to affordable housing production, the Board collaborated with the Housing Authority on a

public presentation of applying the 1.5% land area measure for achieving minimum affordable housing levels—rather than 10% of the town’s housing units. To do so would give the town more control over the development of comprehensive permits (“40B’s). Unfortunately, this analysis determined that Carlisle was unlikely to achieve this level in the foreseeable future. However it illustrated that as more land is put into conservation, the required land area for affordable housing is lowered, and therefore both measures of progress of affordable housing should be monitored over time.

Zoning Bylaw Amendments

The Board undertook two initiatives this year to develop proposals to amend the Zoning Bylaws, both of which were outgrowths of articles presented by citizens to the 2016 Town Meeting, but failed to garner the necessary 2/3 vote required to become zoning law. Each proposal sought to expand the current limits on specific uses, now allowed only under narrow guidelines—solar generation facilities and accessory apartments.

The Board appointed two study committees to develop draft amendments, the Solar Bylaw Advisory Committee and the Accessory Apartment Bylaw Advisory Committee. The former has been chaired by former Board member David Freedman, and among its members was the property owner who had proposed at Town Meeting the expansion of the existing Solar Photovoltaic Overlay District to include his property. The latter is chaired by Rob Misek, elected to the Board in 2016, after his citizens’ petition to expand the accessory apartment bylaw failed at Town Meeting. Each committee has met several times and at the end of the year had presented detailed draft Bylaw revisions to the Planning Board, which the board intends to request that the Selectmen place on the 2017 Town Meeting Warrant.

Construction Management

A substantial portion of the work of the Planning Board and its staff involves the oversight of land development projects during the construction process until completion to ensure that each site’s development is consistent with the Board’s approval. In larger residential projects, this is an effort that may continue for 7–10 years until construction of the homes in the development is completed. The Board works with its peer review consulting engineers to maintain this oversight until it can be certified that the project is complete.

The status of all current and proposed development as of December 31, 2016, is summarized in the following table:

Location	Lots	Name	Status
<u>Subdivisions</u>			
Westford St.	34 lots	Hanover Hill	Approved 2008; Completed, security released 2016
81 Russell St.	2 lots	Garrison Place	Approved with SROSC 2014; Not built
542-570 West St.	4 lots	Lion's Gate	Approved 2016 Construction begun
<u>Special Permits - Common Driveways</u>			
Off Cross Street	2 lots	#317 (no name)	Approved 1998; Review incomplete
Off Rutland Street	4 lots 3 lots	Chestnut Lane Twin Beech Road	Approved 2007; not yet complete
Off Hanover Road (Westford Street)	5 lots 3 lots 2 lots	Sorli Way Gormley Way (no name)	Approved 2008; Completed 2016
268 Fiske Street	2 lots	(no name)	Approved 2008; Not yet complete
291 River Road	6 lots	Elliott Farms Way	Approved 2011, Amended 2015, Construction begun 2016
871 Bedford Road	2 lots	(no name)	Approved 2013; signage not complete
61 Judy Farm Road	3 lots	Isaac's Way	Approved 2014; not built
<u>Special Permits - Conservation Clusters</u>			
Cross Street	15 lots	Greystone Crossing	Approved 2006; Completed 2015
Rutland Street	7 lots	Chestnut Estates	Approved 2007; Not yet complete
<u>Special Permit – Senior Residential Open Space Community</u>			
81 Russell Street	16 units	Garrison Place	Approved 2014; appealed to Land Court, remanded & approved 2016

Finances

Planning Board activities during 2016 generated a total income of \$1,414 through application fees, all of which was paid to the General Fund. The Planning Board has no statutory mechanism to retain application fees, unlike many other Town boards, and is entirely reliant on Town Meeting appropriations to conduct planning activities.

Project review fees, which are held in special revenue accounts (“53G accounts”) and limited to payment of the costs of technical review of submitted plans and project construction oversight by engineering consultants, were received in a total of \$7,109 for 2016. Any funds remaining in the account allocated to a particular project are returned to the applicant once the development is completed or the approval lapses. As noted, none of these fees can be used for planning initiatives by the Town.

Several years ago, the Planning Board proposed a recurring warrant article to provide some funding previously covered under the Planning and Professional budget line item, eliminated in 2009 as part of a series of budget cuts. This article in the amount of \$5,000 was approved at the 2010 Annual Town Meeting, and an equal amount was added at the 2011 Town Meeting, bringing the total to \$10,000. No additional funds were requested or expended in 2016. These funds can be used for Board initiatives such as the need to review and revise local bylaws or regulations or to fund planning consultant services related to the needs of the Town. Examples of past projects of this nature are the development for the Selectmen of an RFP for Wireless Facilities on Town-owned land or rights of way, the revision to the Comprehensive Permit Rules and Regulations for the ZBA, and the preparation of draft LIP regulations for the Selectmen. This year, the Board had a number of discussions that could lead to a request to use these funds for expert assistance in the design of a process to develop a Master Plan for the town, as described above.

Overview of 2016 Board Activity

Traditional measures of Board activity in terms of permits granted, new lots or roadways created, development projects completed, or fee income derived do not accurately reflect the majority of the business that the Planning Board normally undertakes. The following categorized summary gives a more accurate picture of that work, much of which was generated by initiatives taken by the Board itself to support its permitting functions and Planning Board services requested by and provided to other Town and regional agencies. As described above, much of the Board’s work this year involved amending and/or reissuing previously granted permits at the request of the applicants or the courts. This work is not reflected by measuring new development or income, but is nevertheless a necessary responsibility of the Board.

Applications to the Board: Approval Not Required (Subdivision) Plans

- 767 Bedford Road – 3 lots (2 new)
- 201 Prospect Street – 1 lot and a non-buildable parcel for transfer to the Town

Other Applications to the Board

- Definitive Subdivision Plan, 542-570 West Street – 4 lots
- Scenic Road alteration consent – 542-570 West Street
- Accessory Apartment Special Permit – 164 Fiske Street
- Accessory Apartment Special Permit Amendment - 149 Judy Farm Road
- Extension of time to exercise Common Driveway Special Permit – 61 Judy Farm Rd
- Amendment of Senior Residential Open Space Special Permit – 81 Russell Street (remanded by Land Court)

Public Hearings not Associated with Permit Applications

- Scenic Road hearing – 43 Bedford Road
- Proposed Zoning Bylaw amendment hearings: Sec. 5.8.4 – Solar Photovoltaic Overlay District; Sec. 5.6 – Accessory Apartments; and Sec 7.6 – Site Plan Review
- Hearing on proposed Planning Board Site Plan Review Rules and Regulations

Conceptual Plan Discussions

- 1022 Westford Street (ANR Lots)
- Extension of Town Center footpaths – Bedford Road (Pathways II Committee)
- Proposed Conservation Restriction – 201 Prospect Street (Carlisle Conservation Foundation)

Planning Board Construction Oversight

- Hanover Hill (off Westford Street), roadways, common driveways, footpaths, trails, and drainage infrastructure buildout
- Chestnut Estates Conservation Cluster (off Rutland Street), common drives, trails and infrastructure buildout
- Elliott Farms Way (off Skelton Road), common drive and bridge buildout
- Lion's Gate Subdivision (off West Street), initial steps toward construction (establishment of limits of work, initial clearing)

Planning Board Initiatives

- Prepared and reviewed draft amendments to Zoning Bylaws re: Sec. 7.6 (Site Plan Review)
- Created and supported two Zoning Bylaw study committees regarding Sec. 5.8 – Solar Photovoltaic Facilities and Sec. 5.6 – Accessory Apartments. Reviewed drafts of both proposed bylaw amendments developed by the committees.
- Held preliminary discussions on the development of a Town Master Plan
- Continued review of Open Meeting Law amendments and implementation of PB compliance
- Members and staff attended seminars and training by Metropolitan Area Planning Council, Citizen Planner Training Collaborative and Mass. Association of Planning Directors

Planning Support Services Provided to Other Boards, Departments, Towns and Regional Entities

- Worked with Assessors and Town's mapping contractor to provide and review annual tax map updates, and to make GIS maps available on the Town server
- Reviewed and provided comments to the Working Group on proposed Noise Control Bylaw
- Reviewed and provided to Building Commissioner PB file information regarding accessory uses and non-compliance with Zoning Bylaw requirements at properties at various locations
- Helped other Town agencies to address concerns raised regarding wastewater treatment, stormwater management and public safety for traffic and pedestrians during the development of group housing at 338 Bedford Road
- Provided input to the Zoning Board of Appeals on an ongoing basis regarding the remanded Comprehensive Permit (40B) application for 100 Long Ridge Road
- At request of Carlisle Housing Authority, considered the feasibility of adoption of inclusionary zoning provisions to maintain affordable housing units, and reviewed the

- **potential of a 1.5% land area measure to meet State affordable housing requirements**
- **Drafted proposal to establish joint pre-application submission conferences involving all Town land use boards and officials for developments of two or more units**
- **Assisted the Selectmen in the development of an RFP and review of proposals for technical services to quantify operation and future needs of the Town's public safety communications system**
- **Consulted with Town Counsel on various Planning Board policy matters**
- **Provided continued support through the Town Administrator and in conjunction with Westford and Acton for funding and State approvals to extend the Bruce Freeman Rail Trail through Carlisle**

Other Business

- **Annual budget analyses and projections at request of Finance Committee**
- **Technology management, including but not limited to upgrades of office software and hardware**
- **Staff and Board member re-certification of completion of State Ethics Law training**

Membership

In the 2016 annual elections, three 3-year positions were available. Ed Rolfe, the Vice Chair, who has provided many years of service to this and other Town boards, ran for re-election, but Marc Lamere and Karen Andon both opted not to seek another term. Jason Walsh, a long-time Carlisle resident, was nominated to fill one of these seats, and the second seat was filled by a write-in candidate, Edwin (Rob) Misek. They have both stepped up and been very active on the Board. Nevertheless, Marc Lamere's experience will be missed, as he had served in all four Board officer positions during his tenure, while Karen's departure renders the Board an all-male entity, uncommon in both professional and citizen planning organizations. Also this year, when their appointed terms expired, the Board's long-time Associate Members, Tom Lane and Brian Larson, chose not to be reappointed. Later in the year, Tom Lane agreed to return to the position, however, to participate in the 81 Russell Street Senior Residential Open Space Community (SROSC) hearing on the remanded plans, where his experience was invaluable, having participated in the original hearing in 2014. The Board invites and encourages interested Carlisle voters to apply for an appointed Associate position, or to run for an elected seat in the spring. The Board is best served by committed members with energy and diverse backgrounds coming together to do important work for the Town.

In the reorganization after the election, Peter Gambino was re-elected to serve as Chair, Ed Rolfe as Vice-Chair, Jonathan Stevens as Treasurer, and Peter Yelle was elected to his first term as Board Clerk. Thus, over the course of 2016, the Board's business has been carried out efficiently with an experienced leadership team, and the Board's high level of dedication and expertise has been maintained.

Planning Board members also continued to emphasize the importance of maintaining liaisons with other boards and committees. Peter Gambino serves as liaison to the Selectmen, the Recreation Commission, the Pathways II Committee, and to Town Counsel. He is also the alternate liaison to the Housing Authority and the Carlisle Energy Task Force. Ed Rolfe is the Board's appointed member of the Historical Commission and the Community Preservation

Committee, is liaison to the Board of Health, and is alternate liaison to Town Counsel, the Selectmen, the Recreation Commission, and the Pathways Committee II. Jonathan Stevens is liaison to the Housing Authority and alternate liaison to the Board of Health. Peter Yelle is the Board's appointee to the Minuteman Advisory Group for Interlocal Coordination (MAGIC) and to the Conservation Restriction Advisory Committee (CRAC), and is liaison to the Board of Appeals and the Conservation Commission. Ray Bahr is liaison to the Energy Task Force and a member of the Solar Bylaw Advisory Committee. Jason Walsh is liaison to the Trails Committee, and alternate liaison to the Conservation Commission. Rob Misek is a member of the Accessory Apartment Bylaw Advisory Committee.

Support

The Planning Board benefits from high quality professional assistance, having engineering consultants with a broad range of expertise available to assist in the technical review of the plans brought before the Board, work that is paid out of restricted special 53G accounts funded by applicants (with any unused funds ultimately returned to them). The Board uses the services of Nitsch Engineering, Inc., of Boston, and LandTech Consultants, Inc., of Westford. The Board also relies on the expertise of Town Counsel, Miyares and Harrington, LLP, to help interpret zoning and subdivision law and to represent the Board in litigation. As 2016 drew to a close, the Board is pleased to report that there is no longer any pending litigation in which it is involved.

The Planning Board's staff has continued to provide excellent service throughout the year. 2016 was the first full year of a reorganization of staff office hours that has provided improved service to the town residents and to the Board's applicants. Planning Administrator George Mansfield has completed 21 years providing highly knowledgeable and professional support to the Board. Gretchen Caywood, after serving as part-time Administrative Assistant since 2005, continues to work full time in that role. In 2015, Mr. Mansfield proposed cutting back his hours by one day to address personal needs, which allowed Ms. Caywood to staff the office each day during regular Town Hall hours, with a minimal increase in the Board's budget. This staffing change took place in late 2015, and continues to give the Board the resources it needs to carry out its many duties, including anticipated long range planning. Ms. Caywood also continues in her role (since 2006) as Administrative Assistant to the Historical Commission, and brings the knowledge gained from this experience, as well as from her previous service to the Board of Health and as part-time Assistant Town Clerk, to broaden the Planning Board's ability to carry out its mission.

The Year Ahead

During 2017, the Board will continue to confront the challenges of the changing needs and resources of the town. The Board expects to coordinate with the Board of Selectmen in initiating a long-awaited Master Planning effort. The Board also expects to continue to provide planning advice to others in their efforts to interpret and amend the Zoning and General Bylaws to meet the needs of the Town. While it is difficult to predict the level of new development, with the Town's long-range planning efforts, with the expectation of continuing applications for both conventional and affordable housing development and the build-out of Board-approved projects, most notably the West Street subdivision and the Russell Street

SROSC condominiums, as well as anticipating the construction of the Long Ridge Road 40B proposal, if approved, 2017 is expected to be a very busy year.

In all matters, the Planning Board will, as in the past, be working with the Town's other land development, public health, housing, and environmental protection agencies. In this manner, the Board's goal is to achieve cost savings through better coordination, as well as to preserve open space and rurality, provide a diversity of housing choices through a managed process, safeguard water quality and quantity, and control the fiscal and other impacts of new development upon the town.

Planning Board Members:

Peter Gambino, Chair
Ed Rolfe, Vice Chair
Jonathan Stevens, Treasurer
Peter Yelle, Clerk
Ray Bahr
Rob Misk
Jason Walsh

Associate Members:

Tom Lane
Vacant

RECREATION COMMISSION

The Recreation Commission continues to develop and deliver a selection of fee-based arts & crafts, life skills and fitness programs to residents of all age groups.

The committee consists of Drew McMorrow (Chair), Rick Amodei, Mark Spears, Dave Moreau, Amy Smack.

The committee employs a Director (Holly Mansfield) responsible for program development, oversight and administrative needs.

Need for Fields still exists

In 2015 the Selectman approved funding for a report on field usage and needs and a proposal for build-out at Banta-Davis. The final report from Gale Associates is complete, numbers indicate that there is a significant disparity between the number of Carlisle players utilizing the Concord Carlisle regional youth sports programs (about 25%) and the number of practices and games using Carlisle fields (about 12%). Additionally with the exception of the baseball venues, Carlisle fields have been overused, contributing to poor conditions.

For many years, Carlisle has been able to capitalize on the goodwill of our neighbors and utilize fields in Concord. Concord has made a major commitment over the past decade to add new fields and to upgrade and rehabilitate existing facilities. A new initiative from a local non-profit, CC at Play, to upgrade existing facilities in Concord and replace those displaced by the high school building project is expected to provide benefit to Carlisle residents, while increasing the disparity between the two towns in terms of field supply and proportional use.

Given the need for more fields in Carlisle, the Recreation Commission expressed its concerns at Town Meeting in 2013 and 2014 in response to proposals to use the location of existing recreation facilities on the Banta-Davis Land for municipally supported affordable housing. In addition to the reduction in land for current and future recreation needs, housing at Banta-Davis would limit activities at existing town playing fields. Aside from facilities on school property at Banta-Davis and Spalding, the Town currently has no in-town alternative for recreation facilities.

In spring 2004, additional land with room for a single playing field was acquired for active recreation at the Benfield Parcel A site using Community Preservation Act (CPA) funds. This parcel is the only land in Carlisle specifically dedicated to active recreation. Subsequent to the acquisition, however, environmental concerns, the need for a lengthy access road through bordering vegetated wetlands including a certified vernal pool, and neighborhood opposition impose significant obstacles to development of a playing field at this location. Accordingly, there are no immediate plans for a playing field at this site and the additional CPA funds budgeted to design fields on this parcel are unlikely to be spent.

Existing Fields & Facilities

Currently the Recreation Commission schedules and maintains one 90-ft baseball diamond, one 60-ft baseball diamond, one 50/70 diamond and two multi-purpose fields. In addition, the Commission maintains an asphalt running track, two tennis courts, two tot lot playgrounds, and a fitness cluster. A beach volleyball court was added at Banta Davis last summer. A boardwalk connecting the Spalding and Banta-Davis facilities was completed last spring.

Needed Fields & Facilities

The field study was delayed and will be available this spring. Upon receipt of the Gale field study, the Recreation Commission will establish a Long Range Planning Committee. This committee will include members from outside the Commission. Starting with the data and plans for Banta-Davis in the Gale study, the new committee will be tasked with soliciting community input to establish clear facility goals that are consistent with desires of the community at large. The Commission is also committed to increasing user and spectator ADA accessibility to all recreational facilities.

Fields and Facilities Maintenance

The Recreation Commission administers the contract for field fertilization and pest management, which during 2014 continued the organic program. A three-year contract for field maintenance (mowing, trimming, field refurbishments and management) was awarded in 2014. A new bid is going out this spring.

BANTA-DAVIS: The Recreation Commission has responsibility for maintaining and scheduling the fields on the Banta-Davis land. The Rory Bentley Fitness Cluster is also located at Banta-Davis.

SPALDING: The Recreation Commission has responsibility for maintaining and scheduling the playing fields at Spalding. Careful coordination with the school sports and other youth group usage and maintenance of the fields at times required mowing at one end of Spalding while activities were ongoing at the other end.

DIMENT PARK: The tot lot is used as a place for children up to age 5 years old as one of the only venues in town to meet and socialize.

BANTA PLAYGROUND

In 2013 the Carlisle Boy Scout troop 135 with some assistance from the DPW recycled the tot lot discarded from the school building project and installed it next to the Banta-Davis Soccer field.

TENNIS COURTS: Tennis lessons for adults and children were offered for five weeks in the afternoons in spring, week long sessions in the summer and for five weeks in the mornings and afternoons in the fall. The summer program utilized the tennis courts from 9:00 AM to

3:00 PM Monday through Friday over a six-week period for children's lessons. The courts were finished and cracks patched last summer.

Programs

Recreation programs included a variety of recreational opportunities to meet the needs of all segments of our community. The Carlisle Public School graciously allowed recreation the use of the Brick Building located on school campus. The use of this facility has greatly increased the success of our programs. We offer a range of fitness, arts & crafts and life skills classes during the spring, summer, fall and winter seasons using the town hall and school facilities as well as some outside vendor locations. Families with preschool children have also enjoyed a new PreK-K transitional program for preschool aged children. This program is held at the brick building two days per week and has become very popular with Carlisle families. Two of our most popular programs are Pottery for Kids and Musical Theater. The pottery class is taught by Carlisle resident, Karin Lemmerman at her studio on South Street. Children design various pottery pieces that are keepsakes. The Musical Theater program runs in both the fall and the spring. Over forty children enjoy this program and perform a free show at the end of the 8 week session which is something not to miss. The Summer Fun Program for youth (age 4+) is offered for six weeks during the summer using the school facility and the outdoor recreation facilities. About 10 young people are employed during the summer as counselors and swim instructors. We continue to use resident pools for summer fun swim lessons. As always, we are grateful for the Carlisle families that donate the use of their pools to recreation. Carlisle has continued to work with the Nashoba Valley Ski Area to offer ski and snowboard programs for youth. We also work closely with surrounding towns to collaborate on various programs and trips allow the recreation departments to expand program offerings. Adult evening badminton and basketball was also popular again this year. We also added the very popular Pickleball program into our program offerings. We offer a wide range of programs for residents in Carlisle to include all ages and interests. Programs include a variety of health and wellness, toddler, science, arts, sports, and educational classes.

Giving back to the Community

The Recreation Commission's goal is to provide quality programs for all residents of Carlisle and to reinvest in our community. Every year the Recreation Commission gives back to the community from the excess fees generated from our programs and from gifts and grants received for recreation projects.

We are fortunate to have many teenagers and adults performing community service as chaperones, coaches and referees. Often their service means a program can run despite low enrollments or at a lower cost. Sometimes their service allows a child to continue taking swim lessons or participate in a seasonal program when they might otherwise need to forego such an opportunity due to financial circumstances.

The Recreation Commission is very happy and pleased to have senior citizens helping us as part of the Town of Carlisle Senior Work Program. These individuals have brought relief with enthusiasm and good humor to an otherwise over extended staff.

TRAILS COMMITTEE

The Trails Committee in 2016 pursued its five major goals: 1) public education, 2) maintaining existing trails on public land, 3) working to preserve trails on private land being developed, 4) creating new trails, and 5) advising the Selectmen on trails issues.

Public education –The committee led six public walks this year. A January full moon hike at Foss Farm drew 12 people on a cold snowy night. In April Dr. Bryan Windmiller lead a vernal pool walk at the Greenough Land. A Riverfest walk in June from Foss Farm to Greenough had 16 participants on a beautiful sunny afternoon. The weather was also superb for our annual Double Sundae Sunday Saunter on Old Home Day in June; 23 people started at Kimball's and 11 finished the full 7 miles. On a lovely fall day in October, 21 people walked the Town Forest, viewing the new intersection markers and the new Coyote Rock trail. The annual post-Thanksgiving walk was on Two Rod Road from Malcolm Meadows to the Circle Trail in Concord. 15 people enjoyed the camaraderie and new trail markers despite cold temperatures and light rain.

The Trails Committee's guide book to the Town's conservation lands, "Trails in Carlisle", continues to sell well at the Town Hall and Ferns Country Store. Work is well underway on the next edition, planned for 2017. Individual trail maps are available on the Trails Committee web site, carlisletrails.pbworks.com. The web site, maintained by volunteer Lisa Ankers, links to the Town's web site, and also includes information on the Carlisle Trekker Award and notices for upcoming walks and work days. Work is underway to create a Trails Committee page on the Town's web site. Volunteer Kim Schive (Trekker #17) maintains a Facebook page, "Carlisle Trails", to reach out to a different audience with trail information.

The committee made good progress on its multi-year project to add uniquely numbered intersection markers at all major trail junctions in town (outside of Great Brook Farm, which has its own markers). These locations will be shown in the new trail book maps. We are working with art students at the Carlisle Public School to add nature-themed art work to each marker, as a way to raise awareness of trails and conservation land in the students and their families, and to make the markers more interesting to hikers. 21 markers were completed and installed in the Davis Corridor and Greenough this year. All 141 markers for the trail system have now had numbers routed and painted (thanks to high school volunteer Erin Cox for most of the letter painting). 93 markers are in line for illustration at the school. We made a major effort to install sign posts this year (53 finished) and only 28 remain to be done.

There were two new Carlisle Trekker Awards earned this year for hiking all of Carlisle's trails: Sarah Sutton (#32) and Christopher LeStage (#33).

Trail maintenance and construction – Trails Committee members removed dozens of fallen trees from trails and cleared brush throughout the year on virtually all public lands. In addition, we invited volunteers to help in public work days in April (10 people), May (12 people), June (24 people on National Trails Day), and September (16 people). Activities included installing sign posts, repairing bridges, rerouting trails, and brush clearing. We have benefitted from many CCHS students and Boy Scouts doing community service.

After winter beaver flooding severely damaged the Otter Slide trail, we worked with Cons Com and the State Park on a repair plan to add four bridges and fill in many sinkholes. This plan is slowly going through the permitting process.

Other maintenance projects included repairing boardwalks in Great Meadows and Greenough, mowing trails in Great Meadows and the Town Forest, and clearing vegetation from the canoe landing at the Elliott Preserve.

Trail markers and signs were added to the Highwater Trail in the Davis Corridor. Two new wooden signs were created by volunteer Roy Herold using his new computer-controlled milling machine. At the request of a neighbor, we added signage and cleared brush at the trail entrance on Aberdeen Drive. The plaque at the Benfield wildlife platform was replaced after errors were discovered.

Three more wooden trail benches built by Committee member Bert Willard were installed this year at Greenough, Benfield Hill, and Spencer Brook Reservation, bringing the total to five. They have been well received by trail users.

The committee is looking for a new place to store lumber after being notified by the US Fish & Wildlife Service that the O'Rourke barn used for this purpose since 1998 is scheduled to be demolished in 2017.

Preserving trails and new trails – (1) 29-acre Woodhaven Farm on Prospect Street was sold and protected with a Conservation Restriction that includes an easement for a new trail. The Committee has been exploring trail location options but needs the drought to break to determine the best trail location through low, potentially wet ground. Committee members led two fundraising walks on the property in February. When surveying the property it was found that Hal's Boardwalk was located on Woodhaven Farm, not the Town's Davis Corridor. The new owners deeded that section to the Town in a complicated process guided by Committee member Marc Lamere. (2) Town Meeting voted to purchase a Conservation Restriction on 20 acres of Sorli Farm on the south side of Westford Street. This includes a short new scenic trail to the Ryan Conservation Land owned by CCF. The trail will be marked after the transaction is finalized in early 2017. (3) The town will be acquiring new conservation land as part of an open space development at 81 Russell Street that includes a planned loop trail. As a result of a neighbor lawsuit, the court ruled that the public could not use a proposed parking area for trail access. Consequently, a substantial wetland will need to be crossed to reach the loop trail from Russell Street. The developer pledged \$5,000 to help offset the cost of a boardwalk. Trail planning will continue in 2017 after the Town owns the land. (4) The Lions Gate development on West Street was approved by the Planning Board including a trail easement to the adjoining 11.5-acre Pannell Land owned by CCF. (5) The trail from Banta Davis to Fox Hill through the Goff property was re-routed to accommodate new group housing, including a new opening through a stone wall and hedgerow.

Interfacing with other boards and committees – We provided input to the Estabrook Access committee in Concord on public parking access to the Estabrook Woods, through Carlisle's representative to the committee, Nick D'Arbeloff. That committee's final report to the Concord Selectmen included no parking access from Carlisle, as desired.

Finances – At year's end there was \$15,366 in the Trail Maps revolving fund, \$8,100 in the CPA account, \$921 in the Trails Grant account, and \$749 in the Gift account. \$349 was donated to the Gift account by a Carlisle mountain bike group.

Acknowledgement - The Trails Committee would especially like to thank the many volunteers from the community who have helped in our trail projects through the year. We also wish to acknowledge the unnamed volunteers who quietly maintain trails in their neighborhoods without direct involvement of the Trails Committee. Without volunteers, the Town wouldn't have its wonderful trail system.

Current members of the Trails Committee are Alan Ankers, Henry Cox, Louise Hara (clerk), Marc Lamere (treasurer and chair-elect), Warren Spence, Steve Tobin (chair), and Bert Willard (secretary). Roy Herold has been a very active volunteer. Report submitted by Steve Tobin.

LIBRARY
&
EDUCATION

GLEASON PUBLIC LIBRARY

Gleason Public Library Mission Statement

The Library provides materials, programs, services, technology, and space to support all ages in their endeavors to learn, to discover, to engage, and to connect with one another, the Carlisle community, and the wider world.

Strategic Plan update

In 2014, the Carlisle community helped the Gleason Public Library (GPL) develop a 5-year strategic plan. In 2016, the Library completed or started many of the goals outlined for the year including: investigating options to host a regular baby playgroup; purchase laptops to enable hands-on technology workshops; establish a high school teen advisory board; implement plan for a small meeting/study room; identify materials in non-English language for purchase; identify and purchase a database for local archives and artifacts; conduct photographic inventory of town-owned artifacts; paint public and staff spaces; conduct environmental scan to determine how patrons are using the building and grounds; identify and expand high-demand collections; increase funding for e-materials collections; develop a “hot-title” collection; provide iPads and/or tablets for home check-out.

General Services

GPL maintained a wide-range of services, including access to over 57,000 locally held books, audiobooks, DVDs, magazines, newspapers, and eBooks, as well as almost three million titles via membership in the Merrimack Valley Library Consortium (MVLC). GPL also provided access to computers, printing, online research databases, and the Internet. In 2016, GPL added the following services and resources:

Wi-Fi Hotspot: The Gleason Public Library began offering a free Wi-Fi hotspot in 2016. Since its introduction in April 2016 it has been in constant circulation, with a waitlist often as long as ten people. Due to its success, the Library is considering purchasing a second hotspot to help alleviate wait times.

Mobile-device charging station: In December 2016, in response to local demand, the Library introduced a free in-library charging station. Patrons can now power up their phone, laptop, or tablet while they are in the library.

Quiet Study Room: The Quiet Study room was completed in Spring 2016. Thanks to the generosity of gifts from many town residents, the Library is now able to offer a small meeting or quiet study space. This space has been well-received and usage continues to grow.

Consortium Purchases: The Merrimack Valley Library Consortium opened up borrowing restrictions on downloadable materials via our Overdrive Digital Library. In the past, Carlisle had purchased a small collection that could only be used by Carlisle residents as did other towns in the consortium. With the borrowing restrictions lifted, Carlisle residents now have access to 68% more eBooks, audiobooks, and videos in a consortium-wide collection. Wait times for holds have significantly decreased and access to a larger selection will help our readers find the perfect book.

Buildings & Grounds

GPL is fortunate to be housed in a beautiful facility that is well used and well loved by the community. In 2016, regular maintenance and planning for improved spaces included:

Interior Painting: The interior of the library received a full re-painting in October 2016.

HVAC Study: The Library completed the HVAC study in October 2016. BLW Engineers provided a series of recommendations to help alleviate the inconsistencies in the heating system at the Library. Over the next several years, the Trustees will be reviewing those options for capital requests.

Maintenance Repairs: Yearly maintenance to electrical, plumbing, and heating was on-going.

Energy Improvements: The Carlisle Green Committee was awarded a grant in 2016 to replace the light bulbs at the library with LED bulbs. The majority of the work was complete during the fall. This change will help the Library lower energy costs, thereby helping the Town save money on utilities.

Love of the Written Word

From story times for young children to book clubs for kids, adults and seniors, GPL fosters a love of reading for all ages. GPL was pleased to offer the following in 2016:

Story Timesⁱⁱⁱ: In 2016, over 1500 children and families attended 68 story times at the library. The Library offered story time for babies, toddlers, and school-aged children, including special events at the farmers' market and monthly pajama story times.

Book Clubs: A variety of book clubs and discussion groups met regularly at the Library, including the Community Book Club (led by Mary Zoll) for adults and three book clubs for children (led by Marty Seneta and Tahleen Shamlan). The Friends began sponsoring a new book club, the 3-D Book Salon, which meets quarterly. Over 170 people participated in book clubs at the library.

Reading Poetry Anew: This group met monthly to read and discuss poetry. It is led by Mary Zoll. Topics ranged from themes on blueberries to the works of Robert Frost.

Children's Programs & Events

In addition to regular story times, crafts, book discussions, and family movies, the Children's Department offered a variety of special events in 2016. All events were coordinated by Marty Seneta and Tahleen Shamlan unless otherwise noted.

Summer Readingⁱⁱⁱ: Over 700 kids and families attended a summer reading event at the Gleason Library. Special events included a kick-off party, raffles, story times, bingo and crafts. The theme for 2016 was "Summer in Carlisle" and special programs included Science Tellers, Big Ryan's Tall Tales, Circus Minimus, and Creature Teachers.

33rd Annual Pumpkin Spectacleⁱⁱⁱ: Over 100 kids attended the storytelling show at the Carlisle School, while pumpkins were judged back at the Library. Many lucky winners walked away with prize pumpkins and a good time was had by all.

Polar Express Story Time & Party: The 3rd annual Polar Express Pajama Story Time was a success with 87 people attending the after-hours event. Children were treated to an interactive story, craft and photo booth. Refreshments were provided by Whole Foods of Bedford.

Teen Programs & Events

GPL offered a variety of regularly scheduled and special events for Carlisle teens and tweens. All events were coordinated by Tahleen Shamlan.

TAB: The Teen Advisory Board that was formed in 2014 has four to six members who help gather input from local high school students about what they want to see in the Library. The group has helped by volunteering at events such as the Pumpkin Spectacle, Summer Reading, and the Polar Express Party. The Teens also provided valuable advice on collections and programs most appealing to a teen audience.

Special Eventsⁱⁱⁱ: Special events this year included Friday Night Study Night before midterms – about 16 students came to study alone and in groups. Whole Foods generously donated food to keep their brains active and alert throughout the night. There was also a practice SAT and ACT test held for students.

Early Release Day movies: Always a popular program on early release day, the Library continues to offer movies and a snack for students in grades 5-8. The Hollis Room is often at capacity as students get to see the latest new movies and relax with friends.

Adult Programs & Events

GPL offered a wide-variety of educational and entertainment events for adults throughout the year. Adult events were coordinated by Martha Feeney-Patten and Christine Schonhart with assistance from many local organizations and a variety of volunteers.

Carlisle Readsⁱⁱⁱ: GPL hosted its 8th annual Carlisle Reads in January. The 2016 book was *No Man's Land* by Elizabeth Samet, an account of her time as a literature professor at West Point. In addition to the book discussion, the Library offered a film screening, panel discussion with current and former military personnel and family members, poetry discussions, a talk on police training today, and a visit from the author.

Art at the Gleason^{iv}: As part of its mission to provide for the cultural needs of Carlisle's citizens, GPL offers space for art exhibits. These exhibits are curated entirely by volunteers. Shows for 2016 included:

- ***August 1 to October 1, 2015: Blurred Lines***
Artists: Barbara Guilmet, Samantha Tucker, Leslie Zelamsky, and Dayna Talbot

- October 10, 2015 through January 2, 2016: Collaboration: A Mixed Media Event
Artists: Lisa Heffley, Ronald Hubbard, Raj Das, Patricia Ward, and Andrea Harrington;
- ***January 9-March 26, 2016: Objects, Optics, and Paint***
- Artists **Harvey Nosowitz, Miranda Updike, Garry D. Harley, and Jon Golden**
- April 2 - June 11, 2016: **Finding Greenough**
Gleason Public Library Endowment, Carlisle Historical Society. Artists: Debra Bretton Robinson, D'Anne Bodman, Harvey Nosowitz, Marie-Louise Petrie, Barbara Bosworth, Nancy Roberts
- September 17, 2016 - January 2, 2017: Tangible & Tactile
- Artists: Tarja Cockell, Nancy Tobey and Priscilla Levesque

After-hours receptions were held in February, May and November.

Special Events: Many popular programs were held at the Gleason Library. Gleason hosted many series in collaboration with the Council on aging including a “Cultural Series” with topics ranging from listening to opera to learning about Islam. Over 300 people attended these programs.

History Programs: The Library hosted several history programs including lectures on the Japanese internment during WWII and a very special exhibit of the Town’s Civil War flag. The flag has been conserved and was on display for four days in August before going to a temperature controlled storage space. Conservations funds were provided by the Community Preservation Committee.

Art & Culture Programs^v: Arts and culture programs continue to be popular with Carlisle residents. The Library was proud to host several Council on Aging “Art Matters” programs along with cultural programs with topics ranging from the meadows of Carlisle to the music of Russia and France.

Nature & Science Programs^{vi,lvii}: The Library co-sponsored several nature and science programs with topics that included: Lyme disease, concussions, horticulture therapy, reading the forested landscape, and hummingbirds

Technology Help: Technology assistance continues to be a core service offered by the staff of about using one of our many databases, the Library is the place to go for technology tips.

Saying Goodbye & New Beginnings

Library Assistant I: In October 2016, long-time library assistant Linda Dodge retired. She will continue on as a substitute on occasion so you can still occasionally find her at the desk in the library. Another long-time employee, Deena Scaperotta, was promoted to the Library Assistant I position in October 2016.

Library Assistant II: Two new Library Assistant II staff members joined the Gleason team in 2016. Andrea Dollen started in September and Chelsea Dill started in November. Both bring great customer services skills to the library.

Assistant Director/Children's Librarian: Marty Seneta announced her retirement in December 2016, after serving Gleason and the Town for over 18 years. She will be greatly missed as many families have recalled how generations have grown up attending programs and getting book recommendations from Miss Marty.

Support & Collaboration

Friends of the Gleason Public Library: FOGPL continue to support GPL by providing funds for special events and services. One hundred eighty-three members together donated over \$7,800 in 2016. These funds supported a variety of museum passes, many special events, technology enhancements, and opportunities for professional development for the Library staff. The warm and wonderful Brass Sisters, Sheila and Marilyn of Cambridge, were invited to speak to a packed house at the annual meeting in November.

Volunteers and Tax Workers: Over fifty volunteers donated their time and energy in 2016. Volunteerism and the involvement of the Senior Tax Workers keep GPL in shape by helping with shelving, cleaning, displays, programs, landscaping, promotions, and special projects. Additionally, the Library Trustees and other committees and groups including the Art at the Gleason curators and the Carlisle Reads Planning Committee donate countless hours of their time to keep Gleason relevant to the community.

Library Statistics*

Hours Open per Week	January – June and September - December	55
	July – August	51
Items Owned by GPL		54,754
Items provided by other libraries:		14,379
Items provided to other libraries:		23,938
Carlisle patrons:		5,066
Total circulation:		94,195
Digital circulation:		4,983
Number of visitors:		83,825
Number of programs/attendees:		240/4,474

Submitted by Christine Schonhart, Library Director.

Circulation and holdings data is based on the FY16 (July 1, 2015 – June 30, 2016) as reported to the Massachusetts Board of Library Commissioners

Library Staff

Director: Christine Schonhart

Assistant to the Director: Kathryn Untermeyer

Assistant Director/Head of Children's: Martha Seneta
Senior Librarian Reference & Technology: Martha Feeney-Patten
Children's and Teen Librarian: Tahleen Shamlian
Reference Librarians: Kay Edelberg, Janet Hentschel, Marie Deuerlein (temporary)
Head of Circulation: Linda Dodge (through October 2016)
Head of Circulation: Deena Scaperotta (October 2016 – present)
Library Assistants: Chelsea Dill, Andrea Dollen, Joan Hoffman, Leslie Kmiec, Kelly McMaster, Kim Money, Seana Rabbito, Shoba Ramapriya (substitute), Linda Dodge (substitute)
Custodians: Dan Brainard, George Collins

Board of Trustees

Thornton Ash – Chair (through May 2016)
Steve Golson – Chair (May 2016 – present)
Andrew Beal
Priscilla Stevens

¹ Sponsored by the Friends of the Gleason Public Library

¹ Sponsored by the Gleason Public Library Endowment

¹ Sponsored by the Council on Aging

¹ Sponsored by the Carlisle Conservation Foundation

¹ Sponsored by the Susan Zielinski Natural Science Fund

¹ Sponsored by the Carlisle Garden Club

CULTURAL COUNCIL

Carlisle's Local Cultural Council (LCC) program is part of the Commonwealth of Massachusetts largest grassroots cultural funding network in the nation supporting thousands of community-based projects in the arts, humanities, and sciences annually. The program promotes the availability of rich cultural experiences for every Massachusetts citizen. During this year, the Massachusetts Cultural Council switched to an online applications process so that for the first time the LCC received and awarded its funds via online communication. For the most part, this system worked well and the MCC solicited input to make additional clarifications for next year. MCC, in cooperation with the Americans for the Arts (AFTA), also sponsored two council members to attend the AFTA's annual conference in Boston in June 2016.

In September, prior to the October 15 deadline, the Carlisle Cultural Council held a community meeting to encourage new applicants and answer questions regarding the new online system. In another acknowledgement of the 21st century, the LCC officially has its own town email and encourages all to access it via culturalcouncil@carlisle.mec.edu.

We received 21 applications this year for projects in the performing arts, visual arts, education and community outreach, and are pleased to award \$4,900 in grants. We congratulate the following 17 recipients for the 2017 grant season:

Carlisle Community Chorus for community concerts on January 10 and May 16, 2017	\$500
Walden Shakespeare for outdoor Shakespeare-Twelfth Night at NARA Park in June 2017	\$100
Carlisle Chamber Orchestra for a Holiday Concert on Dec 11, 2016	\$700
Carlisle Mosquito, CCI, Inc. for four color photo essays throughout the year	\$400
Concord Women's Chorus for concert on May 13, 2017 at Trinity Church Concord	\$100
Encore Dance Ensemble for performance in Carlisle date yet to be determined	\$350
Pastel Paint 45 Million Dollar Flower on April 6, 2017	\$275
Sparky's Puppets during April Vacation Week	\$350
Gleason Public Library for Grandparents Day Celebration on September 9, 2017	\$350
John Root for lecture on May 11, 2017 Organic Gardening through the Years	\$250
Tommy Rull, for A Musical Journey Through the Years on May 4, 2017	\$275

Essence of India Festival on August 19, 2017 at NARA Park	\$100
The Concord Chorus for Bach Mass in B Minor Lecture Series at Newbury Court	\$50
The Concord Orchestra Family Holiday Concert of Dec 4, 2016	\$500
The Discovery Museums Especially For Me monthly during 2017	\$100
The Massachusetts Educational Theater Guild, Inc. on March 4, 2017 MA High School drama festival at Concord- Carlisle High School	\$50
Ed the Wizard for Reading is Magic during book fair week	\$450

Our residents have an opportunity to see and hear the outstanding work of artists and arts organizations in our community and we are particularly excited about the range and quality of funded projects this season. Each project was chosen because of its substantial public cultural benefit for the residents of Carlisle. We hope that you will be able to attend some of the funded events mentioned above.

Members:

Caren Ponty, Chair
Karen Shaver
Carren Panico
Mary-Lynne Bohn
Nancy Kuziemski
David Carroll
Jennifer Sagalyn

CARLISLE PUBLIC SCHOOLS

The Carlisle Public School and the Carlisle School Committee worked together in 2016 to provide an excellent educational experience for the children of Carlisle.

There were some changes that inevitably occur in an organization, but our mission statement continued to guide all that we do:

The mission of the Carlisle Public Schools is to provide a collaborative and caring community in which each student is known, understood, and valued so that students can learn to their fullest potential in a safe, inclusive environment with high expectations and clear standards for all.

The School Committee managed the biggest change in the district in 2016 with the hiring of a new superintendent, James F. O'Shea, following the resignation of Dr. Joan Wickman at the end of 2015. Parents, students, and community members were involved in the superintendent search, which was an exhaustive and thorough process, facilitated by the consulting firm of HYA Associates. In addition to the mission statement cited above, the district vision statement provided a yardstick for evaluating candidates for the school's leadership:

The vision of the Carlisle Public Schools is to inspire intellectual and ethical excellence so our students are prepared to participate with integrity in a global community.

Mr. O'Shea began his work in Carlisle in August and immediately engaged staff and parents, and in September, met our students. He spent the first months of his tenure learning about the school and about Carlisle through attending both town and school events and meeting citizens and town officials. In other personnel changes, two long-serving teachers, Mimi Chandler and Patricia Comeau, retired after many years of dedicated service. Jack Tiano, Student Services Director, departed, and in September we welcomed Mr. Will Verbits to this position.

Although the Carlisle Public School District is a single K-8 school, there are two entities within our one school: the Middle School and the Elementary School. The two have different activities and goals each year, and in this year's town report, we would like to present some of the work of each.

The Middle School, which includes grades 5 – 8, is led by principal Carrie Wilson. This highlight summary is purposefully linked to the school improvement plan goals that focus on social emotional learning and well being, anti-bullying common language, technology within the curriculum, and alignment of science and math to new state standards of instruction. We consciously link our activities and efforts to our school and district goals, and this linkage models the school vision, stated above, that we share with our students and families on a daily basis.

This calendar year, faculty has participated in a school and community study of the well being/balance of our students through a partnership with the Challenge Success initiative from Stanford University. This work anchored our subsequent involvement with the

Responsive Classroom (morning meeting) approach with our children, the inclusion of student social emotional awareness in our faculty study of homework and extra curricular activities, the inclusion of mindfulness in the grade 8 advisory programs, and the beginning rollout of the Olweus Bullying Prevention Program.

Academically, middle grade students have shown success in all areas of their learning. We continue to demonstrate superior achievement on the yearly state assessment as seen in our overall ranking within the top three schools in the state in all measured areas (Math, English Language Arts, and Science and Technology). Our students have been involved and rewarded for our contributions to the Scholastic Arts and Writing programs (35 gold, silver, and honorable mention), our participation in the MICCA competition (18 band/instrument participants and winners and 10 choral winners), Model UN participants and winners (our second year of involvement), and our participation and success in the math league and math counts competitions.

In addition to our continuing dedication to academic excellence, our students participated in world language celebrations, the 2016 community multi cultural event, and sports teams in the areas of cross country, basketball, softball and baseball. Our involvement in community outreach remains strong as seen in our participation with the Council on Aging breakfast and lunch, the Memorial Day parade, and Old Home Day. This year, our Early Act Service to Others Club, in conjunction with the Junior Rotary Club, has supported Razia's Ray of Hope, Kids for Cameroon, local outreach to the families in Lowell, and Cradles to Crayons.

Our technology plan and student one-to-one computing continues to be integrated within all of our classroom work. Students have participated in engineering and STEAM (Science, Technology, Engineering, Art, Math) class activities, computer coding classes, and use of our 3-D printer.

On a beautiful spring evening in June, about 80 eighth graders completed their journey through the Carlisle School at their graduation ceremony. We wish them well as they continue their education at CCHS, Minuteman, or private schools. The majority of our students attend Concord-Carlisle High School, and Ms. Wilson met several times with her peers at CCHS to ensure a seamless transition for our students. Our student data was incorporated into the on-line scheduling system, allowing 8th graders to schedule their high school classes on-line for the first time. Parents and students attended multiple orientation sessions, and all reports from CCHS indicate that the transition went smoothly. Our middle school model, with its team approach has proven to work well both in educating our students at CPS and in providing a foundation for success in secondary school.

This year the elementary school, which includes grades Pre-K to 4 and is led by principal Dennet Sidell, expanded the social/emotional program "The Incredible Flexible You" into the first grade. The success of this program, used last year in kindergarten, was evident with students using the language of the program with teachers, administration and with peers. Grade two started lessons with the program "Zones of Regulation" while grades three and four took part in a student survey, "Challenge Success" which asked students their views about classroom, homework, stress, sleep and extracurricular activities. The

results of this survey have been discussed with teachers at each grade level and changes to our homework practices have been reviewed and in places modified.

As in the Middle School, the implementation of the Olweus anti-bullying program began in the elementary grades with the formation of a faculty committee and the initiation of a training program. The selection of Olweus was made following a review of various anti-bullying systems, and the elementary teachers are looking forward to a full roll-out of this highly regarded program.

In December the work of several years came into fruition with the release of the new elementary skills-based report card. The purpose of these changes to the report card was to send a clear message from the teacher to the parents or guardians on how their son or daughter was performing for each skill taught. Teachers worked as a multi-grade level team to create a report card with one format for kindergarten through grade four. Specific skills are listed under each academic domain, so anyone who views the report card knows how the child is performing in regards to grade level. In a first for Carlisle, principal Sidell created a video explaining the changes to the report card, which was posted on the school website.

Academically, elementary students demonstrated their mastery of skills through strong performance on both internal and state-wide testing. The new literacy specialist began her position in September and worked closely with both students and teachers in the early grades to enhance student reading skills. The math specialist engaged children both during class and in early morning supplemental sessions to reinforce math concepts. Teachers began to use iPads in small group instruction to practice and strengthen classroom learning, with a variety of applications that not only helped students but also assisted teachers in planning future lessons. All elementary grade levels continued to work on engineering projects, such as constructing valentine mailboxes and water retention systems.

In the spring, after much discussion, research and information gathering from parents including a parent presentation evening, as well as a parent survey, the administration and School Committee made a decision to expand the Kindergarten program to five full days. In September the transition took place and children now have more time to explore, practice and master the needed academic, social, emotional and behavioral skills needed for successful learning.

Also in the spring, the Math Committee sponsored a Family Fun Math Night to showcase how elementary math is differentiated depending on the need of each child. Each grade level was in charge of an activity that was then differentiated into three levels all teaching the same skill. Families traveled from room to room to play and experience the different activities. Over seventy-five families participated in this wonderful event.

Our fourth graders are the “senior” members of the elementary school, and their leadership played a vital role in assisting our kindergarten, first and second graders during lunch and recess. Fourth grade students volunteered their time twice a month to eat lunch with the younger students, not only to help them, but also to build relationships with younger students, which hopefully will continue in the middle school. In addition, a group of fourth

graders took charge of the school's composting program, again providing leadership for the younger students.

Every day our elementary faculty and students reflect, collaborate, and work hard to become excellent teachers, learners and citizens of Carlisle, and we are truly proud of their efforts and accomplishments.

In addition to the major task of hiring a superintendent, the School Committee fulfilled other responsibilities during the year. Chief among these was the formulation of the budget for 2017. Members Melissa McMorro and David Model led the budget process for the Committee and worked closely with Business Manager Susan Pray and Finance Committee liaison Scott Triola to present the budget to town committees and officials. The proposed budget met the needs of the school while recognizing the requirements of other town departments. The public reviewed the budget at a public hearing on March 9th, and Town Meeting unanimously passed it at the annual meeting in May. In the fall, the budget process began for 2018 with similar meetings and hopes for success at next year's Town Meeting.

The School Committee oversees the school buildings and environment, and in 2016 several building related projects were undertaken. In the auditorium the seats were completely re-finished and the carpet was replaced. The exercise room floor was upgraded, and a major project was undertaken in the cafeteria with the replacement of the food service line. As a result of Safety Committee recommendations, security cameras were installed outside the buildings, and in coordination with the town's Energy Task Force, lighting throughout the school was upgraded to energy efficient models.

Another responsibility of the School Committee is to develop, approve, and revise district policies. In 2016, members reviewed and revised eleven policies and developed three new policies. The Department of Elementary and Secondary Education required all schools to implement two policies related to drug and alcohol abuse. In addition, members wrote a policy to go along with the installation of the security cameras, which governed how the cameras and video would be accessed and used.

As always, we owe a debt of gratitude to our parents and our parent support organizations: the PTO, and the Carlisle Education Foundation (CEF). The PTO provided numerous curriculum enrichment opportunities throughout the year, with programs such as the Kindergarten owl program, the 8th Grade hip-hop poet visit, the Thanksgiving Plimoth Plantation program and others. The PTO also funded grants that provided classroom upgrades including a skeleton for the 7th grade science classroom, iPad keyboards, reading materials, and challenge day support. The CEF focuses on funding teacher participation in professional conferences and this year offered support for an occupational therapy conference, an iPad educational summit, and literacy, art, and choral directors conferences.

Finally this report would not be complete without thanking the citizens of Carlisle for their unfailing support of our school. This is truly a community school, as proven by town folks' faithful attendance at countless school activities like the Spaghetti Supper, 7th Grade Play, Science Fair showcase, concerts and athletic events, and we are very grateful. We are also grateful for the community support of our annual budget, which allows us to continue to offer the outstanding education expected and supported by Carlisle's citizens. The success

of our school is dependent on the partnership among our students, staff, parents, and citizens who share their time and talents to make our school great, and we are thankful to all.

Melissa McMorrow, School Committee Chair
James F. O'Shea, Superintendent

School Committee Members:
Bill Fink
Joshua Kablotsky
David Model
Mary Storrs

**Carlisle Public Schools
Enrollment by Grade
December 31, 2016**

Grade	Boys	Girls	Total
Pre-Kindergarten	8	6	14
Kindergarten	28	23	51
Grade 1	33	25	58
Grade 2	32	21	53
Grade 3	39	33	72
Grade 4	36	23	59
Grade 5	37	33	70
Grade 6	34	37	71
Grade 7	42	32	74
Grade 8	35	33	68
Out of District or Services Only	4	3	7
Total	328	269	597

Carlisle Public Schools
Administration and Faculty List
September 2016

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Nicole Baker	University of Massachusetts, B.A. Cambridge College, M.A	French/Spanish	1992
Joan Beauchamp	Fitchburg State College, B.S. Simmons College, M.S.	Special Educator	2002
Maya Bery	Wesleyan University, B.A. Simmons College M.L.S.	Library/Media Specialist	2013
Bethany Boglarski	Fitchburg State, B.A. Simmons College, M.S.	Special Educator	2003
Tara Callahan	Florida State University, B.A., M.A.	Music	2011
Lynne Carmel	Castleton State College, B.S. Cambridge College, M.Ed.	Physical Education	1999
Amy Caron	Boston College, B.A. Fitchburg State College, M.Ed.	Grade 2	2003

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Leanne Christmas	Syracuse University, B.S., M.S.	Speech & Language	2001
Jeffrey Clem	Springfield College, B.S. Framingham State, M.Ed.	Special Educator	2014
April Colson	Quinnipiac College, B.S. Florida International, M.S	Occupational Therapist	2005
Bradford Cranston	Bates College, B.A. Johns Hopkins, M.A.	Science	2006
Marshall DeForest	University of Massachusetts Amherst, B.A. & M.Ed.	Grade 4	2014
Jennifer Demers	Seton Hall, B.A. Lesley Colleg, M. Ed.	Kindergarten	2014
Christine Denaro	Bentley College, B.S. Lesley College, M.Ed.	Grade 5	2004
David Flannery	Middlesex Community College	Supervisor, Buildings &	1975

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
		Grounds	
Stephanie Freni	Rivier College, B.A. UMass Lowell, M.Ed.	Special Educator	2016
William Gale, Jr.	Springfield College, B.S. Lesley College, M. Ed.	Mathematics	1997
Vanessa Gerade	University Of Massachusetts, B.A. Lesley University, M.A.	Grade 1	2004
Amanda Gilchrist	University of New Hampshire, B.A. Lesley University, M.Ed.	Grade 2	2012
Mimi Gleason	Middlebury College, B.A. Harvard University, M.Ed.	Grade 5	2008
Elizabeth Grady	University of Michigan, B.A, M.A.	Grade 3	2012
Cassandra Graham	St. Lawrence University, M.S. Boston College, M.Ed.	Grade 1	2000
Elizabeth Gray	Boston University, B.S.	English Language Arts	1998

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
	Penn State University, M.Ed.		
Elizabeth Hamlet	Univ. of New Hampshire, B.A. Emerson College, M.S	Speech & Language	2000
Michaela Hardimon	Middlebury College, B.A. Antioch New England, M.Ed.	Early Childhood	1998
Kristy Hartono	Lesley University, B.S. Eastern Nazarene, M.Ed.	English Language Learner	2010
Cheryl Hay	University of Massachusetts, B.S. Fitchburg State, M.Ed.	English Language Arts	2006
Jeffrey Hechenbleikner	St. Michael's B.A. Salem State, M.Ed.	Psychologist	2014
Margaret Heigl	University of Massachusetts, B.S. Cambridge College, M.A.	Physical Education	1993
Kathleen Horan, RN	Lowell State College, B.S.N. Cambridge College, M.Ed.	School Nurse	1993

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Shawna Horgan	Westfield State College, B.S. Fitchburg State College, M.Ed.	Grade 1	1999
Chiao Bin Huang	Chinese Cultural University, B.A. Emerson College, M.A.	Chinese	2005
Daniel Hunt	Bridgewater State College, B.A. American College of Education M.Ed.	Physical Education	2006
Frances Ingram	Straithclyde University, B.A. Lesley College, M.Ed.	Special Educator	2014
Kendra Katz	Eastern Nazarene, B.A. Mid-America Nazarene M.Ed.	Grade 4	2006
Emily King	Boston University, B.S. Lesley College, M.Ed.	Grade 4	2004
Rachel Levy	Institute of Art, B.A. State University of NY, M.A.	Art	2005
Courtney Longaker	University of Massachusetts, B.A.	Art	1997

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
	Simmons College, M.S.		
Kathi Macklis	George Washington, B.A, University of Pennsylvania, M.S. Boston University, Ed.D.	Literacy Specialist	2016
Kevin Maier	Manhattanville College, B.A., M.Ed.	Music	2009
Tracy Malone	Assumption College, B.A. Framingham State College, M.Ed.	Special Educator	2003
Kathryn Marsh	University of Wisconsin, B.S. University of California, Ph.D.	Science	2004
Caryl McCabe	University of Massachusetts, B.A. Rivier College, M.Ed.	Grade 4	2008
Cynthia McCann	University of Maryland, B.S. Lesley University, M.Ed.	Technology	2003
Constance McGrath	Boston State, B.S. Lesley University, M.Ed.	Special Educator	2007

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Michael Miller	Bowdoin College, B.A. Boston University, M.A.T.	Social Studies	1994
Angela Monke	Univ. of Massachusetts, B.A, M.A.	Music	1998
Cynthia Morris	Stonehill College, B.A. Lesley University, M.Ed.	Grade 3	2000
Taylor Murphy	Fairfield University, B.A. Nazareth College, M.S.	Social Studies	2016
Jason Naroff	Boston University, B.S. Lesley University, M.Ed.	Grade 5	2008
Aria Niemierko	UMass, B.A, M.Ed.	Grade 3	2010
James O'Shea	University of Massachusetts, B.A. Suffolk University, M.S.	Superintendent	2016
Elizabeth Perry	Brandeis University, B.A. Potsdam State University, M.S.	Mathematics	1983
Michele Petteruti	Brown University B.A.	Psychologist	2010

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
	Tufts, M.A.		
Marcella Pixley	Vassar College, A.B. University of Tennessee, M.A.	English Language Arts	2004
Jennifer Pray	Bridgewater State, B.S. Bridgewater State, M. Ed.	Special Educator	2007
Susan Pray	Framingham State, B.S.	Business Manager	1991
Jennifer Putnam	Mount Holyoke College, A.B. Simmons College, M.A.	Grade 5	1995
Hubertus Quaden	Katholieke Pedagogische, B.A. Lesley College, M.Ed.	Mathematics	1981
Kimberly Reid	State University of New York, B.A. Northeastern University, M.Ed.	School Psychologist	1995
Susan Ross	Ohio State University, B.S. University of Southern Cal., M.A	Occupational Therapist	1998

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Jennifer Rowland	Stonehill College, B.S. Simmons College, M.Ed.	Special Educator	1999
Michelle Ruggieri	Providence College, B.A. Duquesne University, M.Ed.	Kindergarten	2013
Kathleen Rupprecht	Miami University, B.A. Northeastern, M.S.	School Psychologist	2009
Cynthia Samuels	Colorado State University, B.S. Emerson College, M.S.	Special Educator	1995
Suzanne Severy	University of Massachusetts, B.A. Lesley College, M.Ed.	Kindergarten	2000
Dennet Sidell	Gordon College, B.A. Lesley University, M.Ed. Nova Southeastern University, Ed.D	Elementary Principal	2012
Wendy Stack	Muhlenberg College, B.S. Lesley College, M. Ed. Univ. of New Hampshire, M.S.	Science	1997

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Andrea Steffek	University of Colorado, B.A. Tufts University, M.A.T.	Spanish	2001
Linda Vanaria	Lesley University, B.A., M.Ed.	Grade 2	2007
Will Verbits	Flagler College, B.A. Gallaudet University, C.A.G.S.	Director of Student Serv.	2016
Heather White	Northwestern University, B.A. Syracuse University, M.S.	Speech & Language	1999
Claire Wilcox	Connecticut College, B.A.	Assistant to the Superintendent	2005
Carolyn Wilson	DePauw University, B.A. Northern Illinois University, M.S.	Middle School Principal	2015
Lesley Yanka	Worcester State, B.Ed. & M.Ed.	Mathematics	2013
David Zuckerman	Occidental College, B.A. Tufts University, M.A.T.	Social Studies	1999

CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT SUPERINTENDENT'S REPORT

The mission of the Concord Public Schools and the Concord-Carlisle Regional School District is to educate all students to become lifelong learners, creative thinkers, caring citizens, and responsible contributors in our diverse global society. We are able to achieve our mission through the investment of educators, staff, parents, and community members who work tirelessly to improve our schools.

District Goals

Every school year, the administration develops district goals for the Concord Public Schools (CPS) and the Concord-Carlisle Regional School District (CCRS) which are approved by the School Committees. We focus on efforts to improve student learning by providing students with a rigorous and coherent curriculum and high quality instruction, monitoring student progress through common assessments, identifying appropriate interventions, adjusting instructional practices, and closing the achievement gap. The goals also specify improvements in authentic learning experiences, instructional strategies, integrating digital tools, respectful and responsible student citizenship, teacher collaboration and evaluation. In addition, we strive for prudent management of school budgets, resources, and capital projects, the new high school building project, and resolution of fair collective bargaining contracts.

Student Learning

All district efforts focus on improving student learning and teaching. There is a focus on three curriculum areas this year: math, science, and STEAM. In each area, there is some new curricula and/or pedagogy which is intended to make students' learning experiences more relevant, more engaging, and more rigorous. The elementary schools implemented a new math curriculum, Everyday Math 4, and are already seeing the benefits in students' math learning. All grades have also implemented new units in Earth Science which are aligned with the new Massachusetts State Frameworks. About 90% of the K5 students mastered end of the year grade level standards in English Language Arts and Math.

At Concord Middle School (CMS) 85% of the students earned grades of B- or higher across academic subjects: English, math, world language, science, and social studies. The English department has added *Leveled Literacy Intervention*, our Response to Intervention (RtI) intensive, short-term, reading curriculum for 6th and 7th grade students. Special education case managers are also providing this intervention to underperforming students throughout the year at each grade level in Literacy Strategies classes. Math teachers have increased the level of rigor in Independent level classes and they are piloting Everyday Math in 6th grade Independent Math classes. This pilot is focused on providing students with real world application of abstract mathematical concepts in alignment with curriculum standards. The *iReady* growth monitoring and diagnostic tool is being utilized in Directed Math and Math Strategies classes. *iReady* supports the analysis of real-time mathematical assessment data which informs teacher instruction and skill remediation. Social Studies teachers are engaged in the thorough review and realignment of their curriculum to best meet state standards and

frameworks. In science, CMS students are piloting Amplify, a NGSS aligned science curriculum that is designed to use authentic challenges for problem solving with evidence-based rational. CMS students have also experienced increased opportunities to learn coding skills in 6th grade Digital Literacy class, coding electives, and during the Hour of Code in December. Coding develops computational fluency and analytical and iterative thinking skills necessary for success in all subjects.

CMS Stands Together bullying prevention and intervention program which was adapted from the state approved Bullyproofing Curriculum, was implemented for all students through six lessons during October-November. CMS welcomed Salva Dut as the culmination of a two year cultural and literary study of the book “A Long Walk to Water”. Last years’ 7th graders raised \$24,000 for the Water for South Sudan Charity which supports the drilling of wells to provide clean drinking water to communities across that country. CMS students also participated in the inaugural year of Concord Castaways, a Summer Reading Program.

At Concord-Carlisle High School (CCHS) 90% of the students earned a 2.5GPA or better, and 100% of the graduating class achieved Competency Determination. Every department worked on developing and implementing common assessments to monitor student progress in the core curriculum and Common Core State Standards. The number of CCHS graduates planning to continue their education in post-secondary placements was 97%.

CCHS entered its second year as a 1:1 computing school, where each student has a laptop available to them in the classroom and at home. Teachers are finding exciting ways to help students understand course material and use their knowledge in creative ways using the powerful devices. Students use a variety of digital tools and the Google Suite (G-Suite) for Education, including Google Classroom. Students access online coursework, check email for classes and school information, contribute to online forum discussions, and work with a variety of web-based platforms.

G-Suite tools allow teachers to provide frequent feedback to students as they progress through their work and to collaborate on projects. Assessment tools like Pear Deck, Kahoot, Quizlet, or EdPuzzle give teachers immediate information on student progress, enabling them to adjust instruction as needed. Students learn the Java and Python programming languages in two elective courses. All students were introduced to coding during their Advisory block in December as part of The Hour of Code, celebrating Computer Science in Education week.

CCHS offers a robust and challenging program of studies. Science added AP Physics I and AP Environmental Science and the Meteorology course curriculum has been reinvigorated with the addition of the weather balloon project. Twice Told Tales, a new cross-disciplinary course offered by the English and Social Studies departments enrolled approximately 40 students who have enjoyed weaving together history in literature in a vibrant and challenging academic environment. In conjunction with their unit of study on Puerto Rico and imperialism, poet Martin Espada visited to work with the class as well as speak to the school community; his visit was inspirational for students, teachers, and support staff alike.

We continue to see an increase in the number of students taking Statistics courses: Statistics, AP Statistics, and BioStats. We expect this trend to continue as students are becoming more aware of the analytic requirements of most college majors.

The Health & Fitness Department established a partnership with REACH Beyond Domestic Violence. Through this partnership, professional development on teen dating violence prevention has been provided to faculty; an information night was provided for parents, and a five-lesson unit for juniors has been developed and is taught together with an education specialist from REACH. The Health & Fitness department also received a grant to provide 30 students with a 3-day training in gender-based violence prevention called Mentors In Violence Prevention (MVP). Student Health101, an online health magazine, was made available to all students and staff through a Parent's Association grant. The Health & Fitness Department held their 6th annual "Hoops for Heart" fundraiser to raise awareness about the importance of cardiovascular health and to benefit the American Heart Association. The CCHS Wellness Committee developed engaging programming for Health Week.

Our students continue to look far beyond our town, state, and national borders. Students are demonstrating a keen interest in language, international causes, global travel while developing skills to be responsible contributors in our increasingly diverse global society.

The CCHS Global Literacy Certificate program at CCHS is designed to foster global and cross-cultural awareness in high school students. It aims to support CCHS students in acquiring a forward looking global perspective. The primary goal of this program is to better support students in gaining cultural competence in order to contribute to, and participate in, an increasingly connected and globalized world. Studies have shown that improving cultural competence, combined with the study of world languages, promotes cross-cultural understanding and the ability to think globally while students reflect on, and gain a better understanding of their culture. The Global Literacy Certificate students understand that being linguistically and culturally competent are necessary skills for communicating effectively with people across geographic, cultural and language divides. In addition, they have a deep appreciation and regard for diversity and the ability to interact respectfully with others, at home, and around the world. In March, two teachers and six Global Literacy Certificate students will participate in the International Student Leadership Summit in Peru.

World Languages Department added the AP Chinese Language and Culture course. Students studying French will have an exchange with students from Versailles, France. Latin students will travel to Italy on an educational trip to Italy in April 2017 where they will visit primarily Pompeii and Rome. Two CCHS teachers and twelve students are heading to the Yucatan over February vacation. While there, they will use data from longitudinal studies in combination with data they collect to explore trends in environmental changes (such as forest succession, sea turtle populations, and coral reefs.) Students will submit the data they collect for incorporation into a larger study for which the Smithsonian is the orchestrator of data gathered from a variety of sources.

One hundred and thirty-seven (137) students of color in grades K-12 who reside in Boston attend the Concord Public Schools and Concord-Carlisle High School via METCO. Our METCO Program is the sixth largest in Massachusetts. CPS provides a comprehensive

orientation process for families of students entering Kindergarten, concluding with a four-week summer readiness program at Alcott School to prepare students for the transition to Kindergarten. CPS also maintains a robust Family Friends Program and a strong relationship with Concord Recreation to provide enrichment opportunities for METCO students in grades K-8. CPS Kindergarten, first, and second grades partnered with The Umbrella Community Arts Center to provide a weekly arts enrichment course for our METCO students, with a focus on early literacy, mathematics, and the arts. CMS provides individualized progress monitoring for all METCO students with English and math teachers and one tutor. Prior to the beginning of school, CMS provides a summer workshop for rising 6th grade METCO students which focuses on building students' organization, time management, and self-advocacy skills. Students also develop a stronger connection to Concord through field experience at the Old North Bridge, Sleepy Hollow Cemetery, and the Robbins House Interpretive Center. CMS METCO students may also attend a summer "Math Academy" grades 5-8. At CCHS, all 9th grade METCO students are enrolled in Achievement Strategies, a course designed to improve executive functioning skills. CCHS math teachers offer a summer math program, "Algebridge" which incoming Boston students attend to increase their participation in higher-level math courses. CCHS METCO students also serve as mentors in POWER (Positive Opportunities with Engaging Relationships), a student leadership initiative in which each METCO freshman is matched with an upperclassmen. CCHS continued its implementation of the Anti-Defamation League's World of Difference Institute, an anti-bias program designed to prepare students for competence in a multicultural society with 50 new students completing training as peer leaders for Advisory.

More than 200 K8 students participated in summer learning in reading, math, special education, or English as a Second Language during the four weeks in July.

Student Achievement

CCHS and CPS students continue to achieve at high levels both in state and district assessments. Students in grades 5, 8, and 10 continued to take the MCAS in science and scored consistently high. Ninety-seven percent (97%) of 10th grade students scored proficient or advanced on the ELA MCAS and 95% percent scored proficient or advanced on the Math MCAS. Ninety-six percent (96%) of 10th grade students passed one of the Science MCAS. One hundred percent (100%) of the CCHS class of 2016 received a Competency Determination as a result of passing both the ELA and Math MCAS. For students in grades 3 - 8, CPS participated in a pilot of the PARCC online assessment of ELA and math. This is a more rigorous assessment than MCAS and Concord students continue to score at high levels: Grade 5 ELA - 90% met or exceeded expectations, Grade 5 math - 90% met or exceeded expectations, Grade 8 ELA - 96% met or exceeded expectations, and Grade 8 math - 76% met or exceeded expectations. Both Alcott and Thoreau schools met the target for the progress towards narrowing the proficiency gap between all students and high needs students and received the highest accountability rating, Level 1. Additionally, Alcott School was recognized by DESE as a 2016 Commendation School for high achievement and high progress.

The median SAT score for CCHS Class 2016 was 1800 (with 1552 as the State average). CCHS students also performed exceptionally well on College Board Advanced Placement Exams (AP) with 96% of our students receiving a passing score and 86% of students scoring a

4 or 5. In 2016, 81% of our students were admitted to their top two college choices, and many matriculated at selective institutions including forty (40) into the Ivy League.

The 2015-2016 school was an extraordinary year for the CCHS Interscholastic Athletic Program. CCHS teams were victorious in 70% of the contests they participated in while winning one State Championship in Boys Indoor Track and reaching the State Final games in Girls Soccer and Boys Basketball. Gatorade State Player of the Year Awards were earned by two of our student athletes as well as multiple All-Scholastic recognitions. The competitive spirit, sportsmanship, and citizenship of our students made us all very proud.

Concord-Carlisle Community Connections (CCCC) provided a one-on-one career mentoring experience for 33 students, who engaged with area residents/professionals in a variety of career fields, such as architecture, biotechnology, and engineering. Also, a new internship program in partnership with Babson College has seen explosive growth with nearly 100 students taking advantage of this new initiative. The Senior Internship program at Concord Carlisle High School is a unique five-week course rooted in career exploration that integrates study with planned and supervised career-related work experience. Seniors are involved as non-paid “authentic employees” receiving academic credit for work experiences. The purpose of the program is to develop and strengthen the student’s educational and career preparation. These internships will expose the student to the interpersonal relationships a job requires, both with co-workers and supervisors that are essential in developing a variety of skills.

Overall, 94.5% of CCHS students participated in a club, group, or athletic team at CCHS. The CCHS Repertory and Concert Bands earned gold medals at the Massachusetts Instrumental and Choral Conductors Association (MICCA) State Concert Festival. A number of student musicians (band, orchestra, jazz band, and chorus) were nominated and accepted into the MECH All-eastern Honors Ensembles.

Student artists participated in the Boston Globe Scholastic Art Awards regional exhibit and earned an unprecedented number of gold and silver keys distinguishing CCHS as one of the most award winning schools in New England. Further, three junior students took a curatorial seminar at the Concord Art Association that culminated with a student-curated exhibition entitled Bird: Metaphor and Muse.

Concord Middle School students explored, created, competed, and performed in a wide range of exploratory and extra-curricular activities through creative, scientific, and critical thinking pursuits. CMS students participated in Lego Robotics, Science Olympiad, Math Team competitions, Girls Who Code, and Model UN. The Spider Team consisting of a small group of students working in conjunction with MIT’s Laboratory for Atomistic and Molecular Mechanics continues to investigate the structural properties of spider silk. Many students participated in one of two Fall plays, *Scenes from the Diary of Anne Frank* and *The Lorax*.

In the elementary schools, Grade 5 students participated in the national Mathematical Olympiad program, and all school teams were named to the National Math Olympiad Honor Roll for scoring in the 90th percentile or higher. Fourth grade students at all schools participated in a special year long science project nurturing the development of Blandings’ Turtles in the classrooms. They worked with a local ecologist to collect and contribute data as

part of an ecological research project. Elementary students in all the schools participated in Science, Technology, Engineering, Art, and Math (STEAM) projects such as the BeeBot robots at Willard, sea turtles at Thoreau, and Marshmallow Challenge at Alcott. Highlights in fourth grade include the annual Chinese poetry and calligraphy project with a poet in residence, a special learning opportunity that is funded by a STARS Grant from the Massachusetts Cultural Council. Willard and Alcott 4th graders engaged in a day-long Immigration Day simulation which allowed students to simulate the immigrant experience as a culminating activity of the Immigration unit. Third graders enjoyed a variety of research projects including their study of Native Americans. Thoreau published *Thoreau Times* with students assuming the responsibilities of reporters, photographers, graphic designers, cartoonists, book critics, and advertisers. Willard published *Willard Student Monthly For Kids* with students assuming all aspects of newspaper writing, cartooning, and production. Elementary students also participated in many musical events with chorus, string, band, and theater performances throughout the year. The Willard Chorus once again represented CPS by participating in the annual MLK Concert sponsored by the Concord-Carlisle Human Rights Council. The elementary school orchestra performed at the State House and twenty-five strings students attended the March String Fest in Billerica. Fifth grade band students from all three elementary school gathered at Willard for an Informance, an open rehearsal for parents and family members to observe the performance routines and rituals of the band experience.

Elementary teachers continued to infuse technology across the curriculum. A sampling of activities includes the use of iPads in K and grade 1 for story creation and skill practice, research projects in grades 2 -5, the 4th grade digital magazine project, the use of a variety of digital tools for writing and projects in the content areas. Fifth grade students continued to hone advanced technology skills as demonstrated by a PAX global read aloud project with skyping activity in a grade 5 classroom, the creation of tutorial videos to highlight and explain academic tasks in another 5th grade classroom, and the creative use of technology to demonstrate learning and creative expression in other 5th grade classrooms. All elementary students participated enthusiastically in the 2016 Hour of Code initiative with coding activities in their classrooms.

Elementary students engaged in a variety of community building and outreach efforts through the year including Grade 5 Service Day, Grade 5 Holiday Craft Day, Trick or Treat for UNICEF, From the Pumpkin Patch, Honoring our Veterans, Coats for Kids, Open Table, Concord Rec. Dept., Minuteman ARC, Emerson Hospital, Read to Feed, These Come from Trees, hosting visitors from Japan, and collaborating with CCHS student partners in the Rivers and Revolutions program.

CMS students developed cultural and community awareness and responsibility through involvement in a variety of leadership opportunities as members of Student Leaders and *CMS Stands Together*. Awareness was raised for local organizations through the Coats for Kids drive, fundraising walk for Children's Hospital, and the Animals and Planet club's second annual Pet Palooza, a fundraising pet show. In September, student leaders created a community quilt to highlight this year's CMS Stands Together bullying prevention program.

These activities and achievements are only a sampling of the wide range of student programs and projects at Alcott, Thoreau, Willard, CMS, and CCHS. For more information, visit the district website www.concordps.org.

Special Education

The Special Education Department of Concord Public Schools and the Concord-Carlisle Regional School District is dedicated to providing quality services and programs for students with disabilities preschool through age 22. As the complexity of student needs continue to evolve, we remain committed to meeting the diverse needs of students with learning, medical, cognitive and social disabilities within their local communities. We continue to look at providing opportunities both in and out of school to increase independence at all age and grade levels. In accordance with state and federal regulations we begin transition planning for students at age 14. In 2016, we expanded the scope of the transition specialist at CCHS, increasing the vocational opportunities for special education students, ages 14-22, with a greater focus on the independence and variety of experiences for students 18-22. The Concord Integrated Preschool continues to meet the needs of our earliest learners. Beginning at age three, students with disabilities are learning with community peers in all of our classrooms. Due to the increasing number of eligible students as well as their complex and individualized needs, we added a fourth classroom at the preschool in September 2016. We now have the ability to provide more students the services they need within the district. . Further, we have added a .6 BCBA preschool - grade 8 to help support students with behavioral and social emotional needs. At the Elementary level, the special education teachers are working in collaboration with their grade level general education colleagues on the district's EM4 math curriculum implementation at all grade levels. The special educators are also working on the science curriculum roll-out and are participating in the STEAM planning process. At CMS a renewed focus on the direct instruction of executive functioning skills has been implemented . At CCHS, the special education department has continued to focus on increasing student self advocacy and independence in accessing support. Executive functioning coaching is being implemented for those students who require more individualized instruction. The programs and services for students with disabilities at CCHS reflect each student individually and are designed to meet each students' needs. The special education students are using the 1:1 laptops effectively and efficiently to be as independent in the classroom as possible as well as to access online classes.

At the end of 2016, both Concord Public Schools and Concord Carlisle Regional School District participated in a mid-cycle review completed by the Department of Secondary and Elementary Education (DESE). This is the mid point review of the six year coordinated program review process. The Program Review criteria encompasses both state and federal education laws and regulations. The requirements selected for review in all of the regulated programs are those that are most closely aligned with the goals of the Massachusetts Education Reform Act of 1993 to promote student achievement and high standards for all students. The findings from DESE's mid cycle review for each district will be available in early 2017.

Professional Development

The district continued to invest considerable resources in professional development, providing educators with learning opportunities in curriculum development and technology integration. A new professional development program, “*The Concord Fellows*,” has been rolled out in the 2016 - 2017 school year. In this program, veteran teachers lead their colleagues in study on such topics as: Classroom Management; Mindfulness in the Classroom; Project Based Learning; Using Google Apps in the classroom. PreK-12 Teachers took courses in content areas, Open Circle, English Language Learners, and special education. Teachers participated in committee work on elementary math, K12 science, and K12 STEAM education. During the summer, K12 teachers participated in eighty (80) curriculum development projects. Many of these focused on the implementation of new, more rigorous math curriculum, new science curriculum, and initiatives in STEAM education.

Human Resources

In 2016 fourteen (14) staff members retired after many years of dedicated service. The districts hired one (1) principal, one (1) interim principal, one (1) interim assistant principal, one (1) director of adult and community education, one (1) digital literacy administrator, twenty-four (24) teachers at CCHS & CPS, and forty-seven (47) support staff members including bus drivers, food service employees, information technology, tutors, custodians, & assistants. The majority of the new hires filled vacancies created by retirements, resignations, and temporary leaves of absences. Retention rates for educators continue to remain strong. The CCHS retention rate in 2016 for educators was 97% with an eight year average of 97.5%. The CPS retention rate in 2016 for educators was 95.7% with an eight year average of 96.7%.

The districts have significant mentoring programs to ensure that new educators swiftly and substantively become part of the learning communities at each school site. The human resources office continued supporting improvement in implementation of the new comprehensive supervision & evaluation system for educators including evaluators. The Teachers Associations and administration continued to meet regularly to discuss ideas, issues, and concerns.

Other activities include ongoing efforts to align professional development offerings with educator plans and goals, school improvement goals, and district goals; create opportunities to reuse, reduce, and recycle; and implement initiatives to build community through district-wide wellness activities. Contract negotiations concluded with the Concord Teachers Association and the Concord-Carlisle Tutors Association.

Information Technology

The IT department continues work on network modernizations throughout the district to meet the demands of classroom learning in a 1:1 teaching environment. Our new district firewall, Palo Alto Networks’ next-generation firewall, is online and architected to enable applications safely and prevent modern security threats. New cable and fiber installations have replaced outmoded data cabling in the middle schools which return improved data transfer

rates. We also added more APs (wireless access points) throughout the district. The goal remains to replace APs that are aging as well as adding APs for more coverage where needed.

IT oversaw the successful completion of the district's development and redesign of school based and teacher websites. We also transitioned the HS to a new domain, *concordcarlisle.org*. Installation of cellphone network repeaters in remaining schools brings an increase in signal strength to areas that were weak or nonexistent. Current data projectors that have aged out of service in elementary schools were replaced.

To better manage how data passes throughout our network we have divided Internet bandwidth by building. We will continue to increase efficiency by rerouting network traffic between all our buildings. Work continues on our goal to advance wireless network security and an Internet-only guest wireless network. We successfully transitioned to a virtual environment using VMWare and continue to add core systems to this environment.

Finance and Operations

The districts continue to maintain excellent academic programs while meeting challenging funding goals. Our core budgeting principles remain focused on using resources to support student learning and growth. The district goals approved by the school committees provided direction to the budget process to support student learning opportunities. The district administration and school committees' work continue to reflect on completion of the MSBA audit of the new high school project. The FY2017 CPS school budget at \$35,660,110 represented a 3.23% increase above the FY2016 appropriation, and the FY 2017 operating budget for CCHS, \$26,608,381, increased by 3.12%. Both the CPS and CCHS FY2017 budget requests matched the Finance Committee guidelines, were within levy limits, and for the tenth consecutive year did not require overrides. Both school districts managed successful FY2016 year-end closings. The Regional School District met its planned \$705,000 commitment towards its OPEB liability in the year-end closing process. CCRSD's Excess and Deficiency (E&D) fund balance for the past fiscal year has been maintained above the 4.2% level. The AAA bond rating has been maintained and the March 2016 \$2,500,000 Bond sale was assigned the highest possible rating by Moody's Investors Service on the borrowed funds at an effective interest rate of 2.4%.

Capital Projects and Transportation

The major capital projects for CPS included installation of high efficiency boilers at the Sanborn and revitalization of the Thoreau fields. For CCHS, the new high school project is complete with the official dedication ceremony held in December 2015. The project completed below budget, scope, and current year student occupancy of 1,275 students is being accommodated above the design capacity of 1,225 students. The construction of a bus depot facility required for in house transportation at the W.R. Grace site in Concord will be completed in June 2017. School district transportation administration will be housed at 37 Knox Trail, Acton.

Summary

The major highlights of 2016 are the outstanding student achievement and the completion of the extraordinary high school building project. We are extremely proud of our students, faculties, and staff, and we are grateful for the Concord and Carlisle communities' support. The schools made significant progress in achieving the district goals by increasing student learning, improving curriculum and instruction, integrating technology into the classrooms, supporting faculty and staff, increasing teacher collaboration, developing responsive and responsible budgets, completing union contract negotiations, and building a beautiful, high performing high school. For more information, please visit the districts' website, www.concordps.org and review the CPS & CCRSD 2016 Performance Report.

Diana F. Rigby, Superintendent
John Flaherty, Deputy Supt. of Finance and Operations
Kristen Herbert, Director of Teaching and Learning
Kelly McCausland, Director of Human Resources
Jessica Murphy, Director of Special Education
Peter Kelly, Director of Information Technology
Mike Mastrullo, Concord-Carlisle High School Principal
Drew Rosenshine, Concord Middle School Interim Principal
Sharon Young, Alcott Principal
Angel Charles, Thoreau Principal
Pat Fernandes, Willard Principal

CONCORD-CARLISLE REGIONAL SCHOOL COMMITTEE

The citizens of Concord and Carlisle have continued to provide tremendous support to the students, faculty and Administrators of the Concord-Carlisle Regional High School. As is reported annually, we continue to be very proud of accomplishments both inside and outside the classroom. We are enjoying all that the new facilities have to offer. It is amazing to think that half of our current student population never attended classes in the old school. In addition to our new building, we are very proud of the work that CC at Play has accomplished making our campus athletic facilities second to none. We salute the many donors and volunteers who made this possible. We have continued to focus on decreasing stress and increasing rest for our students; we supported the new homework policies and researched the benefits of a later school start time. We have endorsed a proposal which will be presented to the community in the spring to fund a later start time at the High School.

We are proud to be part of a district composed of teachers, administrators and staff who are dedicated to educating our students in new and progressive ways, and to shaping them into life-long learners, creative thinkers, caring citizens, and responsible contributors to our global society.

Our administration is going through a period of transition. Last summer we thanked Peter Badalament for his many years of service at CCHS and wished him well on his new career path. We welcomed Mike Mastrullo as our new Principal and by all accounts he is a very thoughtful, collaborative and experienced administrator. Our Superintendent, Diana Rigby, has announced her plans for retirement and the search for her replacement is well underway.

In May, we welcomed Bob Grom as the newest School Committee member. Our current Committee has a wealth of diverse backgrounds and perspectives enabling us to challenge each other resulting in a strong Committee. This past spring we recognized Kathi Snook and thanked her for her years of service to the community. Kathi had been an outstanding leader and tireless contributor in so many areas during her tenure on the School Committee.

New High School Building Project

The final project construction items were completed this past year and the overall project costs were tallied. The project came in more than \$400,000 under budget thanks in large part to the outstanding management of the project team. We welcomed the class of 2020 into the new building at the start of this school year.

The new Concord-Carlisle Regional High School was verified as the most sustainable public high school ever constructed in Massachusetts when officials at Massachusetts Collaborative for High Performance Schools (MA-CHPS) informed the Regional School District that the project had earned the highest sustainability score for a public school project to date.

Athletic Fields Renovation

In early 2016, the CC at Play organization completed Phase II of the Fields Renovation project. The new Memorial Field has been used by all the high school field sports, gym classes and youth sports. The new baseball and softball diamonds looked incredible just in time for the spring season. Phase III of the Fields Renovation Project was also initiated and completed this past year by CC at Play. The new upper grass multi-sport field opened in October and is a spectacular addition to our fully renovated, state-of-the-art campus. This phase also provided throwing areas for discus, shot put and javelin, a fantastic practice wall for Lacrosse and a redesigned and fully renovated Cross-Country running course. We are extremely grateful for all the volunteer hours along with the generous donations dedicated to making our athletic facilities and our campus a pride of the community. For more information on this project visit www.ccatplay.org.

Later Start Time Advisory Committee

The Later Start Time Advisory Committee was formed in the spring of 2016. The committee was comprised of teachers, administrators, School Committee members, parents and students. The charge to the committee was to review the research regarding the benefits of a later start time for High School students, evaluate our current environment and provide a recommendation to the Regional School Committee. After a series of meetings in the spring and fall, the final recommendation was presented to the Regional School Committee in November. With unanimous support based upon the compelling benefits, the Regional School Committee voted to bring the issue to the community at the 2017 Town Meetings.

Landfill Remediation

In 2016 a proposal was presented to the community to remediate the soil contamination on the former landfill site. The former landfill had been discovered during the planning of the new Regional High School. After the proposal failed to pass at Concord Town Meeting, the School Committee committed to address the concerns raised by the community. A second engineering firm was hired to review the proposed plans and research alternative designs that would provide more flexibility for future plans for the four plus acre site. A community forum was held to share the findings and address questions from community members. At the next Concord Town Meeting, the School Committee will present a new proposal to the community that more fully addresses potential future uses of the property.

Student Academic Achievement

CCHS students continue to achieve at high levels in both the state and the district assessments. Much of the student academic achievements can be found in the Superintendent's Annual Report. Once again, the median SAT score for CCHS Class of 2016 was 1800 compared to the state average of 1552. 90% of students who took the College Board Advanced Placement exams (AP) received a passing grade with 86% scoring a 4 or 5.

Enriching Experiences

In addition to our students' academic success, 94.5% of CCHS students participated in a club, group, or athletic team at CCHS. The CCHS Repertory and Concert bands earned gold medals at the prestigious Massachusetts Instrumental and Choral Conductors Association State Concert Festival. A number of student musicians (band, orchestra, jazz band, and chorus) were nominated and accepted into MECH All-eastern Honors Ensembles. Student artists participated in the Boston Globe Scholastic Art Awards regional exhibit and earned an unprecedented number of gold and silver keys distinguishing CCHS as one of the most award winning schools in New England.

On the stage, students performed as actors and musicians, creating technical designs, building sets, implementing lights and sound, and serving as stage crew in their spectacular production of *Phantom of the Opera* last spring. This fall, students participated in the production of *Much Ado About Nothing*.

Outstanding Faculty, Administrators and Staff Inspire Students

For the second year, School Committee members were invited to attend 'a day in the life' of students at CCHS. All School Committee members attended classes to observe and experience a sample of the high quality of education offered at CCHS. We all came away from the experience amazed at the energy, commitment, enthusiasm and level of intellect and collaboration that exists in our school. We gained a greater appreciation for the outstanding faculty, administrators and staff that inspire our students and make CCHS a first rate educational institution.

Budget and Finances

The District continues to maintain excellent academic programs while working in a challenging funding environment. Our core budgeting principles remain focused on prioritizing resources to support student learning and growth. This December, the Concord-Carlisle Regional School Committee advanced a recommendation for an operating budget of \$28,316,999 which reflects an increase of 6.42% over the previous year. This operating budget recommendation reflects a Finance Committee guideline recommendation of \$27,966,999 along with a \$350,000 increase to address anticipated transportation costs associated with a later High School start time. This recommendation also includes a purchase of two buses, which is one more than a typical year along with an increase to our annual OPEB contribution of \$145,000 totaling \$850,000.

Members of the Committee expressed their desire to analyze every dollar spent and to recommend budgets that called for modest increases that were sensitive to the impact that the budget has on taxpayers. Reductions were made within the budget to offset the impact of non-discretionary cost drivers.

The approval of this budget is the culmination of a six-month process that began with the submission of the annual School Improvement Plan that is developed with input from teachers, parents, and administrators. Based on this plan, the Superintendent and the Deputy Superintendent propose a budget to the School Committee who further develop the recommendations and present them to the Concord and Carlisle Finance Committees for their review. Throughout this process, the School Committee engages with the public by encouraging

them to attend regularly scheduled business meetings and through discussions at Parent Teacher Group meetings and at a School Committee Community Coffee. We are pleased with the level of transparency and collaboration between the District and the Finance Committees of Concord and Carlisle.

The Superintendent Search Process

The Superintendent search process has progressed very well in 2016. In the spring of 2016 we engaged with an Executive Search firm, Hazard, Young, Atea & Associates (HYA) to assist with the planning and selection of the next Superintendent for the Concord Public School District and the Concord-Carlisle Regional School District. A strategy and timeline was developed including establishment of a cross-functional screening committee consisting of School Committee members, Administrators, Teachers, Parents, and Community members. HYA conducted a series of personal interviews, public forums and community surveys soliciting input from a wide range of constituents including Teachers, Students, and Administrators, School Committee members, Parents, support staff, public officials and community members at large. HYA has compiled this information into a Leadership Profile Report representing the attributes, traits and requirements for the Superintendent position. The position has been posted and we have received overwhelming interest with 52 applicants to date. Over the next two months the screening and interview process is expected to result in the presentation of 3 finalists to the School Committees where a new Superintendent will be determined.

Donations Make a Big Difference

The District benefits from the immense generosity of citizen-run, non-profit organizations including the Concord Education Fund, the CCHS Parents' Association, the Concord-Carlisle Community Chest, CC at Play, the Community Preservation Committee, and others. We are grateful to all of these organizations and to the generosity of individuals in Concord and Carlisle who donate to them. These donations allow us to enhance our students' experiences without asking the taxpayers for additional funds beyond the budgets that they so generously support.

Gratitude to the Towns

Once again, we offer the citizens of Concord and Carlisle our deep appreciation for your active support of the students and faculty at CCHS. The School Committee is grateful to have exemplary school leadership and an exceptional faculty and staff whose commitment to excellence consistently put CCHS among the top districts in the Commonwealth of Massachusetts. We appreciate all the parents and community members who volunteer their time on behalf of our schools. Most of all, we thank the citizens of Concord and Carlisle – we are indeed very fortunate to have your support!

Bill Fink, Chair
Dan Conti, Vice Chair
Heather Bout
Wally Johnston
Mary Storrs
Johanna Boynton

**CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT
ENROLLMENT - OCTOBER 1, 2016**

Resident Students	9	10	11	12	TOTAL
Concord	202	232	244	210	888
Carlisle	82	84	64	90	320
<hr/>					
Non-Resident Students					
METCO	13	11	14	13	51
Tuition Waived	4	7	3	2	16
State Wards	0	0	0	0	0
Total Non-Resident	<u>17</u>	<u>18</u>	<u>17</u>	<u>15</u>	<u>67</u>
<hr/>					
Total Enrollment at CCHS	301	334	325	315	1275
<hr/>					
Out of District Special Education Students					37
Grand Total - CCRSD					1,312

Human Resources – 2016

During the 2016 calendar year the following people retired from the Concord-Carlisle Regional School District.

<u>Educators</u>	<u>Years in Concord-Carlisle</u>
Neil Lynch	14
June Patton	19
<u>Support Staff</u>	
Sharon Trainor	19

During the 2016 calendar year the following people retired from the Concord Public Schools and the Concord-Carlisle Regional School District.

<u>Support Staff</u>	<u>Years in Concord-Carlisle</u>
Paul DiBacco	27

Employees – 25 Years or More of Service

CCHS

Educators

Peter Atlas
Denise Carver
Andrea Gillis

Support Staff

Claudia Dellovo
Mary Tessari
Mary Zellner

CPS/CCHS

Educators

Support Staff

Paula duPlessis
Rocky Griffin
Carol Hammond
Linda Robbins
Bud Sheridan
Patty Siekman

THE SCHOLARSHIP FUND OF CONCORD AND CARLISLE

Executive Committee: Lucy V. Miller - Chair, Rebecca Britten 'Bee' LoPrete - Assistant Chair, Welles Hatch - Treasurer, Albert Powers - Assistant Treasurer, Elaine DiCicco - Secretary. Trustees: Kenneth Anderson - Associate Trustee, Dorothy Bean - Emerita Trustee, Edward Bernard - Associate Trustee, Nick Carter, Jeanne DeTemple, Molly Q. Eberle, Devra Feshbach-Meriney, David Gould - Emeritus Trustee, Lindsay Smith Kafka - Past Chair, Amy Jolly, Deb Mayerson, John F. Mee, Travis Minor, Linda Myers-Tierney, Paul Ressler - Past Chair, Tom Rutledge - Associate Trustee, Priscilla White Sturges.

The Scholarship Fund of Concord and Carlisle (formerly known as the Concord-Carlisle Scholarship Fund) was established in 1966 to provide need-based grants to deserving young men and women from Concord or Carlisle to obtain additional educational opportunities after secondary school. The Fund is a tax-exempt charitable trust. Recipients must either live in or have attended school in either town.

The Scholarship Fund of Concord and Carlisle celebrated its 50th anniversary in 2016 and is grateful for the continued support from the townspeople of Concord and Carlisle, and looks forward to the next 50 years of supporting our young men and women who aspire to higher levels of education. This milestone anniversary was marked throughout 2016 in a series of activities including the publication of a collection of personal scholarship narratives titled "Telling Our Stories", a 50-50 Raffle at a CCHS football game, and a reception on May 15th which was attended by over 100 past awardees, named fund honorees, trustees, affiliates and benefactors of The Scholarship Fund.

The Fund is administered by a 22-member volunteer board of trustees. Scholarships are financed through an annual appeal, a student-staffed phonathon, and by income generated from memorial gifts, bequests, and named funds. For more information about The Scholarship Fund, please see the website: thescholarshipfundofcc.org

In 2016, the trustees awarded \$201,470 to 71 high school seniors and in-college students, while The Scholarship Fund's affiliated organizations supplemented this amount with \$70,305, bringing the combined total awarded to \$271,775 benefiting a total of 82 students. Since its inception, The Scholarship Fund has assisted over 1,400 students.

The Scholarship Fund of Concord and Carlisle Trustees are pleased to announce that the following students have been awarded scholarships for the 2016-2017 academic year

- Scholarships marked with one asterisk are managed by The Scholarship Fund of Concord and Carlisle
- Students in bold are residents of Carlisle
- The scholarships marked with two asterisks is managed by the Trustees of Town Donations of the Town of Concord
- All other scholarships are managed by the named affiliate organization

The Abby Memorial Scholarship*

Paris-Olivia Clachar

The Acton Toyota of Littleton Scholarship

Jennifer Brown

The William W. Anderson Memorial Scholarship*

Maxwell Morgan

The Janet Babb Memorial Scholarship*

Jessica Chin

The Bean Family Scholarship*

Charisse Stakutis

The Trudy Biernson Memorial Scholarship*

Sarah Hession-Kunz

The Carlisle Garden Club Debbie Wright Scholarship

Samuel Heinrich

The Carlisle Old Home Day Scholarship

Colleen Canavan

Grace Materne

The Eleanor Winstanley Childs Memorial Scholarship*

Angela Ortiz

The Concord Firefighters' Relief Association Scholarship

J. Tyler Butts

The Concord High School/Concord-Carlisle High School Alumni Scholarship*

Reed Cogliano

The Concord Carlisle Scholarship Fund Scholarship*

Rachel Bratton

J. Tyler Butts

Dan Callahan

Marie Callahan

Jeremy Chiang

Luke Cogliano

Kylie Copland

Abigail Cramer

Yvonne Cristy

Norman Delorey

Matthew Driscoll

Javier Flores

Denyel Foseca

Aiden Gerstmyer

Mayah Gilmer

Alexandra Goulet

Jacqueline Gray

Justin Gray

Diamond Green

Lea Geurtin

Joseph Jacobs

Savannah Kangas

Jaskiran Kau

Sarah Milofsky

Sean Morahan

Shannon Morahan

Charlotte Meyers

Rose Paleologos

Gabrielle Perez De Alderete

Lillian Piz

Michael Rober

Cady Sanderson

Julianna Struck

Blake Swanson

Kylie Thomas

Nataly Torres

Nala Tull

Camilla Vilain

Dante Zayas

The Concord Carlisle Scholarship Fund Trustees' Scholarship*

Addison Pitha

The Concord Children's Center Scholarship

Timothy Collins

The Concord Lions Club

Allyson Brennan

Jovan Grant

The Concord Women's Club – Ruth Bullerwell Scholarship*

Briana Cohen

The Mary Connorton Memorial Scholarship*

Maxwell Morgan

The Guido S. D'Asti Memorial Scholarship*

Jessica Chin

The Clair Day Memorial Scholarship*

Julianna Struck

The Joan M. & Norman E. Dee Scholarship*

Cameryn McCormack

The Elaine DiCicco Scholarship*

Angela Ortiz

The Guy P. & Teresa E. DiGiovanni Scholarship**

Johanna Blake

The Engels & Volker Scholarship

Samuel Heinrich

The Charles Evans Scholarship*

Reed Cogliano

Dante Zayas

The John B. Finigan Memorial Scholarship*

Mary Goode

The George F. Flavin Scholarship**

Charlotte Meyers

The Wilson Flight Scholarship*

Winslow Beguelin

The Essie Golden Scholarship*

Sarah Milofsky

The Bobby Gray Memorial Scholarship*

J. Tyler Butts

The Margaret Haggerty Scholarship*

Sarina Gaines

Audrey Hunt

The Wells A. Hall Memorial Scholarship*

Mary Goode

The Anthony Halls-Keenan Smith Scholarship*

Jovan Grant

The Thomas Hart Memorial Scholarship*

Charlotte Mahoney

The Ruth B. Helsher Scholarship**

Charlotte Myers

The Christopher Hentchel-WIQH Scholarship*

Rose Piz

The Anna M. Holland Fund #1 Scholarship**

Sarina Gaines

The Anna M. Holland Fund #2 Scholarship**

Jennifer Brown

The Seitaro & Shina Ishihara Memorial Scholarship*

Nicholas Wilbur

The Tama Ishihara Memorial Scholarship*

Carly Chelton

The Vinod Jalan Memorial Scholarship*

Jessica Chin

The Casper C. Jenney & Eleanor M. Jenney Memorial Scholarship*

Norman Delorey

Matthew Driscoll

Savannah Kangas

Charlotte Myers

The Diane Kenneally Memorial Scholarship*

Jennifer Brown

The Knights of Columbus Scholarship*

Joseph Jacobs

The Sally Lanagan Memorial Scholarship

Angela Ortiz

The Norton Levy Scholarship*

Norman Delorey

The Charles E. Manion, Jr. Memorial Scholarship*

Sarah Hutchinson

The Adrian A. Martinez Memorial Scholarship*

Aiden Long

Jhanel Potts

Lior Selve

Tia Zhang

The Elizabeth A. Mattison Memorial Scholarship*

Addison Pitha

The Elizabeth V. McAllister Memorial Scholarship*

Christina Kim

The Mary F. McHugh Memorial Scholarship*

Benjamin Friedman

The Dr. Barbara Schips Miller Scholarship*

Briana Cohen

The Middlesex Savings Charitable Foundation Scholarship

Daniel Brockway

The Janet Gates Peckham Memorial Scholarship*

Sarah Hession-Kunz

The Albert L. & June B. Powers Scholarship*

Katrina Schaaf

The David Prifti Memorial Scholarship*

Sarina Gaines

The Marguerite Purcell Memorial Scholarship*

Katrina Schaaf

The Nick Ressler Memorial Scholarship*

Elanna Honan

The Rivercrest – Deaconess – Newbury Court Scholarship

Sarah Hession-Kunz

The Maura Roberts Memorial Scholarship*

Reed Cogliano

The Al Robichaud Scholarship*

Winslow Beguelin

The Rotary Club of Concord Scholarship

Alexandra Goulet

Sarah Hutchinson

Rose Paleologos

Jack Struck

The Rotary Club of Concord Interact Scholarship

Ben Friedman

The Rotary Club of Concord William L. Eaton Memorial Scholarship

Jovan Grant

The Rotary Club of Concord Richard L. Hale Scholarship

Briana Cohen

The Rotary Club of Concord Thomas R. Huckins Memorial Scholarship

Charlotte Myers

The James E. Shepherd Memorial Scholarship*

Carly Chelton

The Farnham W. Smith Memorial Scholarship*

Clara Vierstra

Nicholas Wibur

The David S. Soleau Memorial Scholarship*

Audrey Hunt

The Mark Teverovsky Memorial Scholarship*

Gaetan Dupont

The Jeanne A. Toombs Memorial Scholarship*

Mary Goode

The United Women's Club of Concord Scholarship

Edith Benedict

Mary Goode

Katrina Schaaf

The Video Revolution, Ralph & Ellie Grossi Scholarship*

Norman Delorey

The Harvey Wheeler Memorial Scholarship*

Tia Zhang

The Williams Fund Scholarship

Timothy Collins

Meghan Garvey

Elanna Honan

Helen Wargelin

The Doug White Memorial Scholarship*

Aidan Long

Charisse Stakutis

The Charles K. Yeremian Scholarship*

Marie Callahan

The Tameji & Chiyo Yoshimura Memorial Scholarship*

Katrina Schaaf

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